



**Region 10**  
**Board of Directors Meeting**  
**August 22, 2024;**  
**12:00 to 2:30 p.m.**  
**Region 10 145 S Cascade Conference Room**

- 1) **CALL TO ORDER and INTRODUCTIONS**
- 2) **APPROVAL OF AGENDA ITEMS**
- 3) **APPROVAL Minutes July 2024**
- 4) **Action ITEMS:**
  - a. **Assessment Discussion/Approval**
- 5) **REPORTS**
  - a. **Executive Director Report**– Michelle Haynes
    - **Financial Report**
    - **Community Development**
    - **Regional Grants Navigator**
  - b. **Small Business Resource Center**- Nancy Murphy
    - **SBDC/Business Cultivator**
    - **Business Loan Fund**
  - c. **Community Living Services** – Eva Veitch
    - **RSVP new grant application**
  - d. **Regional Broadband**-Corey Bryndal
  - e. **Gunnison Valley Transportation Region Committee**- Vince Rogalski

**Action: Accept Director Reports**
- 6) **NEXT MEETINGS**
  - a. **Executive Committee: September 26, 2024 Noon-2:30 p.m.**
  - b. Board of Directors Meeting: TBD: DISCUSS November 21 or December 6**
  - c. **BLF Committee: August 22, 2024 10-11 a.m.**
  - d. **AAA Regional Advisory Committee: August 29, 2024 10 a.m.-1 p.m.**
  - e. **Gunnison Valley Transportation Planning Region10: August 29, 2024 1:30 -3:30 p.m.**
- 7) **ADJOURNMENT**



1. **CALL TO ORDER and INTRODUCTIONS**–Meeting was called to order at 12:34 pm.
  - a. **Staff:** Michelle Haynes (R10 Director), Nancy Murphy (Small Business Development), Corey Bryndal (Broadband Director), Eva Veitch (AAA Director), Courtney Tribble
  - b. **In-Person Board Members:** John Clark (Town of Ridgway, Chair), Dave Frank (City of Montrose, Vice Chair), Jim Gelwicks (City of Gunnison), Mike Lane (Delta County) Roger Rash (Montrose County), Michelle Nauer (Ouray County), Linda Rib (Montrose County)
  - c. **Remote Board Members:** Jonathan Houck (Gunnison County), Michael Bacani (Mt Crested Butte), Dave Roberts (Town of Lake City), Kris Holstrom (San Miguel County), Greg Levine (Hinsdale County), Mary Bachran (Town of Paonia), Mike Bordogna (San Miguel County), Elyse Ackerman-Casselberry
2. **APPROVAL OF AGENDA ITEMS**

**ACTION ITEM: Motion to approve Agenda M/S Dave Frank/Michelle Nauer, as accepted.** None opposed. Motion passed unanimously.
3. **APPROVAL OF MINUTES for March 2024, Executive Committee Meeting**
  - a. Page 4 Broadband #4 we would like to build a ring around the Northern San Juans  
**ACTION ITEM: Motion to approve minutes: M/S: Michelle Nauer/Dave Frank, as accepted.** None opposed. Motion passed unanimously.
4. **Discussion ITEMS**
  - a. Discussion of Area Agency on Aging Assessments
5. **REPORTS:**
  - a. **ED/Financial Reports | Michelle Haynes**
    - i. Financial Report
      1. Have been focusing on the end of Fiscal Year Financials.
      2. Cash flow is related to broadband equipment; the checks are being held while we work through the grant process.
      3. Asked some of the outlying communities to support with Broadband: Mesa County did support with \$300,000 commitment; we invoiced for the funds and should receive soon.
      4. We contracted for some support with Broadband; contractor expenses are increasing, and salaries remain under budget.
    - ii. Executive Director Report
      1. Approval to submit grant to DOLA for \$134,000 for Broadband to supplement salaries for Corey in provision of technical assistance.  
**ACTION ITEM: Motion to approve: M/S: Roger Rash/Michelle Nauer, as accepted.** None opposed. Motion passed unanimously.
      2. Revenues from Retired Senior Volunteer Program are less than budgeted due to issues with the grant.
      3. Just Transitions Grant: We have been encouraged by them to reapply for funding from them for Broadband Support
      4. John Clark asked about the CORA request that had come in from the ISP provider in Lake City. We have not had recent correspondence on the issue.
      5. We have sent a formal offer to an applicant for the AAA Director; we have a verbal acceptance and are waiting for the written acceptance to finalize.
    - iii. Community Development-report is included in the packet; no action items.
    - iv. Regional Grants Navigator: We are working with quite a few communities for the program. It is our understanding that there will not be additional funding for that program for a 3<sup>rd</sup> year. We are exploring how/if we should find funding sources to fund that position longer term.
    - v. Gunnison Valley Transportation Region

1. The CDOT grant has decreased from \$30,000 to \$21,000 and so our budget is affected by the decrease. However, since Vince will no longer be Chair of the STAC his travel budget will be decreasing.
- b. Small Business Resource Center | Nancy Murphy**
- i. Small Business Development Center/Business Cultivator
    1. Included in the report is a success story of Laura, who came out of the Rocky Mountain Business Idea Lab and is now one of the kitchen clients in the Cultivator in Olathe.
    2. The Cultivator currently has 5 active kitchen clients.
    3. Finished up a class for 7 farm businesses and 14 people that was a partnership with Valley Food Partnership
  - ii. Business Loan Fund
    1. Opening small community loan fund projects for Gunnison: DOLA REDI grant match and Community Business Preservation Program match or initial capital.
    2. There were no Loans closed in June and none were paid off. The team has closed 2 loans in July.
    3. We did have a couple of loan modification requests in June that were completed.
  - iii. SBA Desk Audit
    1. The SBA program manager reviewed our loan documentation and files; we received a positive report. We have a best practice in how we keep files on our denied loans, and all other files/documents were in good order.
- c. Community Living Services | Eva Veitch**
- i. We have received a small grant of \$32,000 to help support the Shepherd's hand home delivered meals.
  - ii. Budget is still difficult are we are cutting back on programs:
    1. We have temporarily capped the life alert program.
    2. Cutting back on personal rides that can be offered for transportation (not medical or nutrition).
    3. Cut back on the number of meals we can offer through both Shepherd's Hand and Mom's Meals.
    4. If there is no base funding increase (the base funding has stayed the same since 2008) then next year will be even more difficult.
    5. The program is serving those in the greatest need first based on several factors, including income and frailty.
  - iii. Eva's last advisory meeting will be August 29<sup>th</sup> from 10-1. She has been with Region 10 for over 11 years.
  - iv. Celebration for Eva after the next board meeting on August 22<sup>nd</sup> from 3-5pm at the Camp Robber restaurant. We will get an invite out ASAP but please reserve some time for that.
- d. Broadband | Corey Bryndal**
- i. The expansion project is moving along, we are working on the fiber plant and the cabling currently under agreements, preparing for fiber splicing and connection.
  - ii. Working with the Front Range Giga-pop routing organization to get equipment staged and configured in their lab in Boulder.
  - iii. Fiber provider, Zayo, is going through the process of preparing the fiber.
  - iv. FrontRange GigaPop received a grant that we will be participating in that is providing fiber down to Western Colorado University and other educational facilities.
  - v. In Lake City we are working to get to the Gunnison County Substation.
  - vi. Met with Region 9 EDD, Region 10, Southern Colorado EDD and San Luis Valley EDD to discuss a multi-region operation.
  - vii. Contracted with Eric Hittle to assist with mapping, network remediation and more.
- e. GVTPR - Gunnison Valley Transportation Planning Region Committee | Vince Rogalski**
- i. As of the end of the STAC meeting in October, Vince will no longer be Chairman of the STAC (State Transportation Advisory Committee) but will still be the Chair of the GVTPR. He will no longer be attending the Transportation Commission meeting.

- ii. Will be going with the Commission on their Road tour in September as he completes his service as STAC chair.
- iii. It is planning season and we are beginning the 2050 plan. In the report is a lot of information on the planning process. We will begin this at our next meeting on August 29<sup>th</sup>. CDOT will be bringing a lot of people to give information on the planning process.
- iv. Recommending that we look at the 2045 plan for our Region to see if there are items that we still like/dislike to include in the upcoming plan.

**ACTION ITEM: Motion to approve Reports; M/S:** Mike Lane/Roger Rash. None opposed. Motion passed unanimously.

## 6. ROUNDTABLE

- a. OURAY COUNTY
  - i. **John Clark (Ridgway):** Community is seeing a downturn in economic activity within the area. A group has been meeting to discuss and brainstorm ideas to address the downturn.
  - ii. **Michelle Nauer (Ouray County):** The County's Sales tax is up from previous year.
- b. DELTA COUNTY
  - i. **Mike Lane (Delta County):** Delta County sales tax is holding steady. But we are seeing a few empty buildings on Main Street, and we are concerned about what ability a business would have to be able to survive on Main Street because most of the community needs are being met by the existing businesses. There is a new group of citizens to figure out how some of the Main Street buildings could add apartments above the retail shops.
- c. MONTROSE
  - i. **Dave Frank (City of Montrose):** Construction Use Tax and Auto Use Tax are the only tax base that are down. DART Committee is engaging local businesses Downtown. This group has grown from 8-30. We are working on Wayfinding signs to direct people to Parking lots.
- d. SAN MIGUEL
  - i. **Mike Bordogna (San Miguel County):** Sales tax is down slightly. Cost of goods and average daily room night stays are up and so that may be impacting the Sales Tax even if there are less transactions. There is a price sensitivity that has started and so marketing has changed to High-End travelers. Telluride Tourism board put a new online live dashboard showing room bookings and sales tax information.
- e. GUNNISON:
  - i. **Jonathan Houck (Gunnison County):** Bridge closure had higher impacts on goods and workforce rather than tourism. Therefore, we have not seen a reduction in tourism. Comparing 2024 sales tax revenue in 2023 with most months up. Lodging tax January-March the lodging tax was up, April was down, and May was back up. Real Estate is up despite interest rates and the number of building starts is again up. Have a Diverse Economy, coal producing county, have a good small business community. The university is an economic driver and so we have an ability to weather some economic downturns in specific industries.
  - ii. **Jim Gelwicks (City of Gunnison):** The City has noticed that long time small businesses are aging out. The City has traditionally gone through occasional rotations of long-time businesses out with new ones coming in. Hiring a consultant to help devise a 5-7-year Economic Development Strategy. Infrastructure updates are challenging as construction cost that have almost doubled in the last 5 years.
- f. HINSDALE COUNTY
  - i. **Greg Levine (Hinsdale County):** Overall, tourism is down and a lot of the Second Homeowners did not come in this year.
  - ii. **Dave Roberts (Lake City):** We did see an increase in sales tax in the winter months and that is likely due to the success of the Ice Wall. OHV season was cut back by 3 weeks this year and so some of the rental businesses saw a decrease in revenues and some tourism trips were canceled. August 1<sup>st</sup> is a Celebration of Hinsdale County being 50 years old.

## 7. ADJOURNMENT

- a. The meeting was adjourned at 1:36p.m

## Balance Sheet by Category

Region 10  
 Period Ending: 6/30/2024

Run Date:  
 Run Time:

Format: 1 Region 10 Balance Sheet

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**Assets:**

Region 10 Cash	290,597.18
BLF Cash	534,399.22
SBA Cash	528,128.72
Prepaid Expenses	235,622.82
Loans Receivable	3,934,979.60
Allowance for Doubtful Accounts	(187,639.40)
AAA Receivables	337,236.95
Grants Receivable	596,350.99
Other Receivables	412,703.93
Building and Land	1,781,538.00
Broadband Assets	16,394,874.57
Furniture and Fixtures	14,461.15
Accumulated Depreciation	(4,700,557.09)
Enterprise Center Remodel	1,142,298.00

	Assets:	\$21,314,994.64
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**Liabilities:**

Accounts Payable	574,013.48
Accrued Leave	54,919.81
Payroll Benefits Payable	27,652.95
Deferred Revenue	95,561.14
Building Security	4,000.00
Other Liabilities	9,623.28
Broadband Deferred Revenue	59,333.35
Project Advances	229,298.00
Alpine LOC	420,965.98
SBA Loan	1,188,682.33
Cost Allocation Control	8,941.63

	Liabilities:	\$2,672,991.95
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**Equity:**

Enterprize Zone	2,942.75
Community Development	(63,058.27)
Transportation and Transit	53,501.25
Olathe RISE	1,133,930.81
Area Agency on Aging Projects	310,575.57
BLF Projects	2,097,953.26
Small Business Resource Center	(181,034.70)
Regional Broadband	2,188,610.28
Unrestricted Net Assets	(174,557.62)
Temporarily Restricted Net Assets	(11.82)
RLF Retained Earnings	13,273,151.18

	Equity:	\$18,642,002.69
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	Total Liabilities and Equity	\$21,314,994.64
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	Balance:	\$0.00
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## Agencywide R&E by Category

Region 10  
 Period Ending: 6/30/2024  
 Format: 2 Region 10 Revenue and Expenditures

Run Date: 8/19/2024  
 Run Time: 6:24:13 pm  
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**With Indirect Cost Detail**

Code & Description	Budget	Current	YTD	Un/Over	% Bud
<b>Revenues</b>					
<b>Grants and Contracts</b>	<b>1,860,073.00</b>	<b>461,221.11</b>	<b>5,120,569.18</b>	<b>(3,260,496.18)</b>	<b>275.29 %</b>
40000 EZ Admin Grant	22,473.00	3,745.50	39,326.50	(16,853.50)	174.99 %
40100 EDA Grant	70,000.00	5,833.33	69,999.99	0.01	100.00 %
40120 USDA CFTA	420,000.00	5,398.19	230,935.61	189,064.39	54.98 %
40400 CDOT Annual Grant	30,000.00	0.00	29,955.32	44.68	99.85 %
40800 DOLA - Community Development Grant	60,000.00	0.00	0.00	60,000.00	0.00 %
40820 Infrastructure Navigator Funds	0.00	8,333.33	101,666.65	(101,666.65)	0.00 %
40850 Regional Broadband Capital	0.00	336,398.00	2,876,532.68	(2,876,532.68)	0.00 %
40865 BB Grant - OPERATIONS	240,000.00	16,905.28	264,665.74	(24,665.74)	110.28 %
43227 SBDC Grant Income	0.00	16,681.83	138,532.32	(138,532.32)	0.00 %
48100 Other CLS Grants	210,000.00	14,000.00	100,816.43	109,183.57	48.01 %
48200 SHIP Grant	22,000.00	0.00	0.00	22,000.00	0.00 %
48300 MIPPA Grant	0.00	3,666.00	3,666.00	(3,666.00)	0.00 %
48400 RSVP Grant	300,000.00	27,210.89	224,428.67	75,571.33	74.81 %
48500 SMP State Grant	0.00	1,125.00	15,250.00	(15,250.00)	0.00 %
49500 CDBG Administration	25,600.00	0.00	105,600.00	(80,000.00)	412.50 %
49600 SBA Technical Assistance Grant	300,000.00	21,923.76	259,193.27	40,806.73	86.40 %
49700 CDBG Grant Funds	160,000.00	0.00	660,000.00	(500,000.00)	412.50 %
<b>AAA Federal and State Program</b>	<b>2,550,480.00</b>	<b>179,532.83</b>	<b>2,304,088.36</b>	<b>246,391.64</b>	<b>90.34 %</b>
40200 AAA Admin Fed	78,600.00	10,895.81	130,749.72	(52,149.72)	166.35 %
40210 AAA Admin State	91,340.00	303.33	92,594.91	(1,254.91)	101.37 %
40900 AAA Program Income	500.00	0.00	15,166.71	(14,666.71)	3,033.34 %
41200 AAA State Caregiver Match	5,200.00	0.00	5,170.00	30.00	99.42 %
41400 AAA NSIP Fed	36,000.00	11,305.42	24,612.37	11,387.63	68.37 %
42500 AAA Fed Funding	767,600.00	32,191.25	798,137.41	(30,537.41)	103.98 %
43000 AAA Program State	822,060.00	55,272.13	882,365.51	(60,305.51)	107.34 %
43600 ADRC Revenue	0.00	3,783.11	45,605.97	(45,605.97)	0.00 %
49000 AAA ARPA Fed	749,180.00	65,781.78	309,685.76	439,494.24	41.34 %
<b>RLF Interest &amp; Fees</b>	<b>133,440.00</b>	<b>10,612.04</b>	<b>160,866.37</b>	<b>(27,426.37)</b>	<b>120.55 %</b>
49100 Loan Interest	120,000.00	1,760.02	13,935.29	106,064.71	11.61 %
49110 Loan Interest-CDBG #6	0.00	136.95	3,297.68	(3,297.68)	0.00 %
49115 Loan Interest Rural BLF Statewide	0.00	90.27	2,539.07	(2,539.07)	0.00 %
49130 Loan Interest-SBA II #5303545000	0.00	146.32	2,585.18	(2,585.18)	0.00 %
49140 Loan Interest-SBA III # 9325495008	0.00	1,822.62	15,888.52	(15,888.52)	0.00 %
49150 Loan Interest-SBA IV # 2489697006	0.00	944.17	14,589.88	(14,589.88)	0.00 %
49155 SBA Loan V Interest Income	0.00	954.07	13,312.42	(13,312.42)	0.00 %
49156 SBA VI Interest Income	0.00	1,479.07	22,325.94	(22,325.94)	0.00 %
49160 Loan Interest-CDBG #8	0.00	2,164.59	34,363.26	(34,363.26)	0.00 %
49200 Loan Fees	7,200.00	308.00	19,153.10	(11,953.10)	266.02 %
49210 Loan Administrative Fees	6,000.00	0.00	4,750.00	1,250.00	79.17 %
49300 Late Fees/Penalties	240.00	805.96	9,345.18	(9,105.18)	3,893.83 %
49400 Loan Recovery Revenue	0.00	0.00	4,780.85	(4,780.85)	0.00 %
<b>Other Fees &amp; Services</b>	<b>213,500.00</b>	<b>22,239.32</b>	<b>51,228.95</b>	<b>162,271.05</b>	<b>23.99 %</b>
43100 Small Business Resource Center Funding	16,500.00	10,000.00	10,000.00	6,500.00	60.61 %
43150 SBRC - Tuition Fee Income	6,000.00	0.00	3,298.39	2,701.61	54.97 %
43200 SBDC Program Income	170,000.00	0.00	1,250.00	168,750.00	0.74 %
45800 EZ Contribution Fees	21,000.00	12,239.32	36,680.56	(15,680.56)	174.67 %
<b>Membership</b>	<b>173,000.00</b>	<b>4,253.67</b>	<b>163,742.00</b>	<b>9,258.00</b>	<b>94.65 %</b>
42000 Member Dues	115,540.00	(675.33)	106,428.00	9,112.00	92.11 %
42700 Transportation Assessments	25,860.00	2,178.00	25,665.00	195.00	99.25 %

## Agencywide R&E by Category

Region 10  
 Period Ending: 6/30/2024  
 Format: 2 Region 10 Revenue and Expenditures

Run Date: 8/19/2024  
 Run Time: 6:24:13 pm  
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**With Indirect Cost Detail**

Code & Description	Budget	Current	YTD	Un/Over	% Bud
43400 AAA Assessments	31,600.00	2,751.00	31,649.00	(49.00)	100.16 %
<b>Building</b>	<b>0.00</b>	<b>0.00</b>	<b>11,000.00</b>	<b>(11,000.00)</b>	<b>0.00 %</b>
44000 Building Rent	0.00	0.00	11,000.00	(11,000.00)	0.00 %
<b>Pass Through</b>	<b>42,000.00</b>	<b>0.00</b>	<b>0.00</b>	<b>42,000.00</b>	<b>0.00 %</b>
45700 Security Deposit Income	42,000.00	0.00	0.00	42,000.00	0.00 %
<b>Broadband Revenues</b>	<b>384,000.00</b>	<b>326,905.10</b>	<b>712,912.95</b>	<b>(328,912.95)</b>	<b>185.65 %</b>
40855 BB Partners Capital	0.00	0.00	166,377.36	(166,377.36)	0.00 %
40860 Broadband Service Income	384,000.00	26,905.10	242,538.94	141,461.06	63.16 %
40870 Broadband Project Income	0.00	300,000.00	303,996.65	(303,996.65)	0.00 %
<b>Other Revenue</b>	<b>105,200.00</b>	<b>18,870.26</b>	<b>290,801.83</b>	<b>(185,601.83)</b>	<b>276.43 %</b>
40115 Program Income	0.00	11,773.33	11,773.33	(11,773.33)	0.00 %
40840 In-Kind Donation	42,000.00	3,499.00	41,988.00	12.00	99.97 %
43350 Region 9 Loan Proceeds	0.00	0.00	95,000.00	(95,000.00)	0.00 %
	0.00	0.00	0.00	0.00	0.00 %
45000 Bank Interest Earned	120.00	816.68	11,187.60	(11,067.60)	9,323.00 %
45910 EZ Tax Administrative Fee	0.00	0.00	25.00	(25.00)	0.00 %
46000 Local Donations	0.00	515.44	61,000.00	(61,000.00)	0.00 %
46100 Match Funds	0.00	0.00	20,000.00	(20,000.00)	0.00 %
47000 Other AAA Revenue	41,480.00	0.00	0.00	41,480.00	0.00 %
48000 AAA Local Donations	0.00	0.00	2,830.00	(2,830.00)	0.00 %
48050 Other Income	21,600.00	354.48	4,355.30	17,244.70	20.16 %
49157 SBA VII Interest Income	0.00	812.04	12,581.78	(12,581.78)	0.00 %
49162 CDBG #9 Interest Income	0.00	0.00	5,264.62	(5,264.62)	0.00 %
49165 Loan Interest CO Start Up	0.00	1,099.29	24,796.20	(24,796.20)	0.00 %
<b>Revenues</b>	<b>5,461,693.00</b>	<b>1,023,634.33</b>	<b>8,815,209.64</b>	<b>(3,353,516.64)</b>	<b>0.00 %</b>

**Expenses**

<b>Salaries &amp; Fringe</b>	<b>1,940,884.00</b>	<b>149,464.93</b>	<b>1,547,592.68</b>	<b>393,291.32</b>	<b>79.74 %</b>
50000 SALARIES	1,492,983.00	103,077.80	1,077,576.86	415,406.14	72.18 %
50500 FRINGE BENEFITS	447,901.00	46,387.13	470,015.82	(22,114.82)	104.94 %
<b>Travel</b>	<b>68,980.00</b>	<b>7,246.68</b>	<b>74,872.95</b>	<b>(5,892.95)</b>	<b>108.54 %</b>
52000 Meetings & Travel Expenses	68,800.00	7,208.04	74,363.31	(5,563.31)	108.09 %
52400 Taxes, Licenses & Fees	180.00	38.64	509.64	(329.64)	283.13 %
<b>Supplies</b>	<b>48,600.00</b>	<b>2,470.75</b>	<b>44,661.68</b>	<b>3,938.32</b>	<b>91.90 %</b>
53700 Printing & Supplies	48,600.00	2,470.75	44,661.68	3,938.32	91.90 %
<b>Equipment</b>	<b>51,000.00</b>	<b>574.76</b>	<b>20,547.39</b>	<b>30,452.61</b>	<b>40.29 %</b>
59400 Equipment Rental, Repairs & Maintenan	2,400.00	574.76	7,025.80	(4,625.80)	292.74 %
59600 Equipment & Furniture	48,600.00	0.00	13,521.59	35,078.41	27.82 %
<b>Contractual</b>	<b>139,200.00</b>	<b>54,563.50</b>	<b>379,545.83</b>	<b>(240,345.83)</b>	<b>272.66 %</b>
54900 Consulting Fees	3,000.00	16,295.00	45,587.50	(42,587.50)	1,519.58 %
55000 Contractual Services	136,200.00	38,268.50	333,958.33	(197,758.33)	245.20 %
<b>RFL Interest and Exp</b>	<b>64,800.00</b>	<b>3,851.98</b>	<b>58,057.59</b>	<b>6,742.41</b>	<b>89.60 %</b>
92000 SBA Loan Interest	10,800.00	810.90	5,393.82	5,406.18	49.94 %
92100 Loan Expenses	12,000.00	641.08	23,363.77	(11,363.77)	194.70 %
92200 Bad Debt/Write Off	42,000.00	2,400.00	29,300.00	12,700.00	69.76 %
<b>Broadband Expenses</b>	<b>300,000.00</b>	<b>11,984.57</b>	<b>143,554.96</b>	<b>156,445.04</b>	<b>47.85 %</b>
52100 Broadband Service	120,000.00	2,138.67	23,349.24	96,650.76	19.46 %
53920 Internet - COGS	120,000.00	6,230.98	74,761.76	45,238.24	62.30 %
53950 Broadband Network Management	60,000.00	3,614.92	45,443.96	14,556.04	75.74 %

## Agencywide R&E by Category

Region 10  
 Period Ending: 6/30/2024  
 Format: 2 Region 10 Revenue and Expenditures

Run Date: 8/19/2024  
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 Page 3 of 3

**With Indirect Cost Detail**

Code & Description	Budget	Current	YTD	Un/Over	% Bud
<b>General Expense</b>	<b>259,260.00</b>	<b>25,311.64</b>	<b>316,317.92</b>	<b>(57,057.92)</b>	<b>122.01 %</b>
52700 Telephone/Fax	12,120.00	532.32	20,718.24	(8,598.24)	170.94 %
53000 Rent	37,800.00	9,285.80	79,810.60	(42,010.60)	211.14 %
53300 Background and Security Verification	0.00	18.00	1,002.15	(1,002.15)	0.00 %
53600 Postage & Shipping	4,200.00	0.00	4,492.85	(292.85)	106.97 %
53900 Software - Finance	6,000.00	561.00	2,144.50	3,855.50	35.74 %
53910 Software - Miscellaneous	39,000.00	248.77	36,438.15	2,561.85	93.43 %
53930 Web Hosting & Design	3,600.00	0.00	1,957.47	1,642.53	54.37 %
53940 Computer Repair & Maintenance	36,000.00	0.00	26,494.00	9,506.00	73.59 %
54000 Dues & Subscriptions	18,000.00	1,504.00	13,227.19	4,772.81	73.48 %
55100 Legal Fees	12,000.00	1,327.50	17,744.10	(5,744.10)	147.87 %
55200 Audit & Accounting	36,000.00	301.13	20,052.13	15,947.87	55.70 %
55300 Recruitment & Retention	2,700.00	719.81	11,609.40	(8,909.40)	429.98 %
55350 Donations & Sponsorships	10,800.00	0.00	800.00	10,000.00	7.41 %
55600 Promotions	31,200.00	3,753.09	34,462.69	(3,262.69)	110.46 %
56200 Bank Service Charges/Fees	240.00	31.25	674.46	(434.46)	281.03 %
56300 Other Insurance	9,600.00	7,028.97	44,689.99	(35,089.99)	465.52 %
<b>Building Expenditures</b>	<b>93,000.00</b>	<b>5,069.96</b>	<b>96,558.58</b>	<b>(3,558.58)</b>	<b>103.83 %</b>
60100 Building Insurance	14,400.00	0.00	3,269.99	11,130.01	22.71 %
60200 Building Maintenance & Repair	27,000.00	2,108.40	51,332.89	(24,332.89)	190.12 %
60500 Building Loan Interest	18,000.00	1,326.82	16,690.32	1,309.68	92.72 %
60600 Building Utilities	21,600.00	1,634.74	25,265.38	(3,665.38)	116.97 %
61000 Building Rent & Misc Expenses	12,000.00	0.00	0.00	12,000.00	0.00 %
<b>Depreciation</b>	<b>884,000.00</b>	<b>83,661.00</b>	<b>1,003,932.00</b>	<b>(119,932.00)</b>	<b>113.57 %</b>
58000 Depreciation Expense	44,000.00	11,161.00	133,932.00	(89,932.00)	304.39 %
58100 BB Infrastructure Depr	840,000.00	72,500.00	870,000.00	(30,000.00)	103.57 %
<b>Contracted Direct Service</b>	<b>2,070,680.00</b>	<b>167,506.53</b>	<b>1,882,288.77</b>	<b>188,391.23</b>	<b>90.90 %</b>
53800 DOLA - Community Development Pass Th	36,000.00	0.00	0.00	36,000.00	0.00 %
71400 AAA NSIP Fed	36,000.00	0.00	246.31	35,753.69	0.68 %
71500 AAA State Caregiver Match	5,200.00	0.00	0.00	5,200.00	0.00 %
72500 AAA Fed Funding	925,730.00	49,902.51	864,907.01	60,822.99	93.43 %
73000 AAA State Funding	1,015,750.00	51,187.14	753,935.33	261,814.67	74.22 %
73500 AAA Capital Exp State	0.00	0.00	355.79	(355.79)	0.00 %
78100 Other CLS Grants Expense	52,000.00	9,750.00	94,568.52	(42,568.52)	181.86 %
79000 AAA ARPA Fed	0.00	56,666.88	168,275.81	(168,275.81)	0.00 %
<b>Other Expenses</b>	<b>297,430.00</b>	<b>7,442.74</b>	<b>93,122.81</b>	<b>204,307.19</b>	<b>31.31 %</b>
53650 Educational Supplies	6,000.00	0.00	3,112.14	2,887.86	51.87 %
	0.00	0.00	0.00	0.00	0.00 %
55360 Volunteer Costs Travel and Meals	0.00	7,442.74	87,319.81	(87,319.81)	0.00 %
55363 Recognition - Individual	0.00	0.00	2,448.84	(2,448.84)	0.00 %
55365 Recognition - Events	0.00	0.00	242.02	(242.02)	0.00 %
58500 Stipend	291,430.00	0.00	0.00	291,430.00	0.00 %
<b>Expenses</b>	<b>6,217,834.00</b>	<b>519,149.04</b>	<b>5,661,053.16</b>	<b>556,780.84</b>	<b>0.00 %</b>
<b>Agency Balance</b>	<b>(756,141.00)</b>	<b>504,485.29</b>	<b>3,154,156.48</b>		

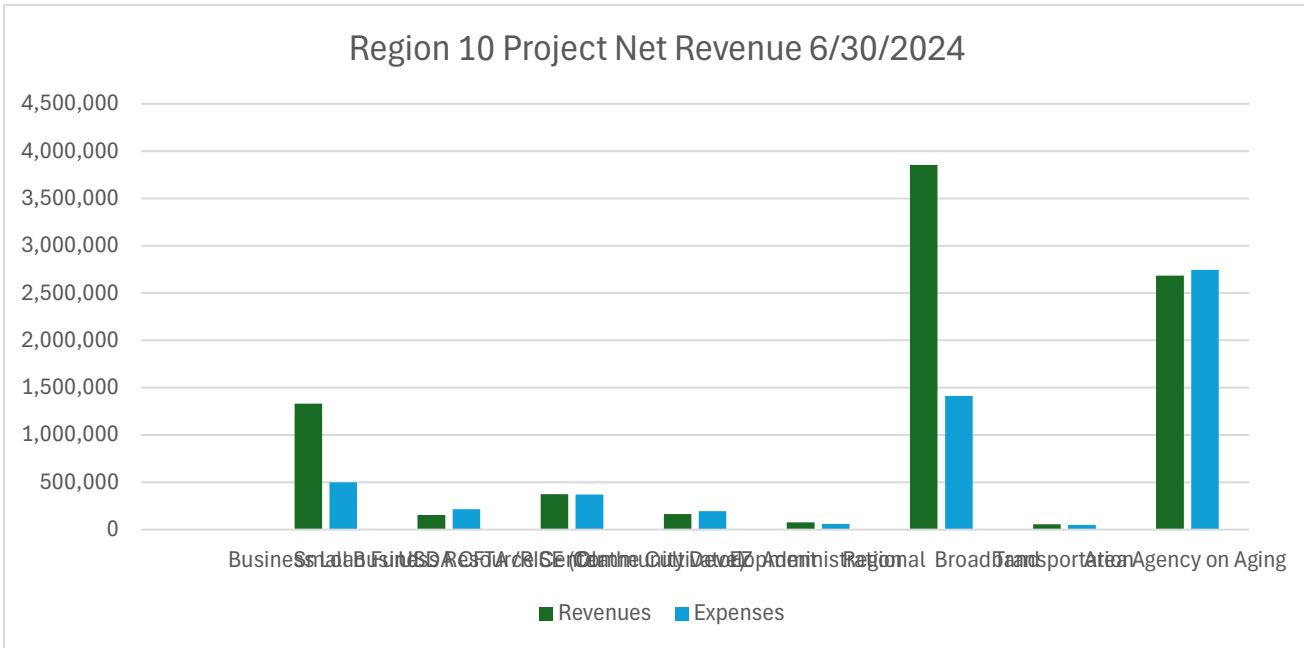


# Project Financial Report

Region 10

Period Ending: 6/30/2024

Code	Description	Revenues	Expenses	Balance
	Business Loan Fund	1,333,173.69	498,578.07	834,595.62
31900	Small Business Resource Center	153,082.65	213,953.07	(60,870.42)
34300	USDA CFTA /RISE (Olathe Cultivator)	375,696.94	370,924.09	4,772.85
32200	Community Development	163,916.63	194,225.29	(30,308.66)
32220	EZ Administration	76,032.06	58,606.82	17,425.24
32210	Regional Broadband	3,855,111.37	1,413,112.06	2,441,999.31
35850	Transportation	55,620.32	48,488.01	7,132.31
	Area Agency on Aging	2,683,453.46	2,744,043.22	(60,589.76)
<b>Totals:</b>		<b>8,696,087.12</b>	<b>5,541,930.63</b>	<b>3,154,156.49</b>



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## *Executive Director Update August 2024*

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**Action Items: Review/Approve proposed increased assessments for 2025.** Proposed assessments are updated to reflect an increase for the Area Agency on Aging to assist with the decline of funding; other assessments are similar to prior year.

**Discussion Items:**

**Informational Items:**

- Preparing Year End (6/30/2024) financials for the fiscal audit. The on-sight audit has not yet been scheduled with the CPA firm.
- We are giving a 30-day termination notice to the current IT contract, as the agency does not have local technical support (nearest office is now in Grand Junction) and working with new contractor to transfer services.
- Reviewing bylaws and potential MMOF (Multi-Modal Funds) process for the Gunnison Valley Transportation Region (GVTPR).
- Working with Business Loan Fund team and Attorney Mindy Connerly on process and policies review and updates.
- Submitted grant request for DOLA funding for additional year of Broadband Technical Assistance/Director.
- Reviewing requirements for Just Transitions (National Office) for Broadband assistance grant for match/support for Director and consultants to provide technical assistance for federal grants.
- Requested a Scope of Work amendment for DOLA broadband expansion grant to change the expiration date (currently expiring at end of August.)
- Negotiating with Colorado Workforce on potential subscription (sub-lease) of the Gunnison office; have returned agreement template with comments.

**Staffing:**

- Introduction of new Area Agency on Aging director, Brian Bowler.
- No current open posted positions.
- Two staff (Courtney Tribble and Dario Fassoletti) are attending the Montrose Leadership class, and one employee is attending One Delta County's Positive Employee class (several have completed this previously.)

Region 10 Proposed Assessments 2025

Member	2023	2024	Base	Admn	Transportation	AAA	Total 2025 w/ Increased AAA	Difference	
	Population	Assessment		Assessment	Assessment	Assessment			
				121,080	26,000	61,000			
<b>DELTA COUNTY (UNINCORPORATED)</b>	13,201	34,798.00	500.00	21,323	5,030	13,632	39,985	5,187	15%
CEDAREEDGE	2,572	3,116.00	500.00	2,218	141	1,133	3,492	376	12%
CRAWFORD	459	691.00	500.00	807	26	192	1,025	334	48%
DELTA	9,137	9,072.00	500.00	6,603	542	3,489	10,634	1,562	17%
HOTCHKISS	1,083	1,498.00	500.00	1,223	54	347	1,625	127	8%
PAONIA	1,571	2,091.00	500.00	1,549	77	635	2,262	171	8%
ORCHARD CITY	3,150	3,754.00	500.00	2,604	228				
TOTAL	31,173			-	-				
				-	-				
<b>GUNNISON COUNTY (UNINCORPORATED)</b>	7,773	18,034.00	500.00	11,868	4,465	4,430	20,763	2,729	15%
CRESTED BUTTE	1,434	1,781.00	500.00	1,458	92	272	1,822	41	2%
GUNNISON	6,629	5,222.00	500.00	4,928	303	1,031	6,262	1,040	20%
MARBLE	191								
MT. CRESTED BUTTE	869	1,302.00	500.00	1,080	84	216	1,380	78	6%
PITKIN	122								
TOTAL	17,018			-	-				
				-	-				
<b>HINSDALE COUNTY (UNINCORPORATED)</b>	446	2,884.00	500.00	1,109	1,015	515	2,639	(245)	-9%
LAKE CITY	465	741.00	500.00	811	46	232	1,088	347	47%
TOTAL	911			-	-				
				-	-				
<b>MONTROSE COUNTY (UNINCORPORATED)</b>	19,415	46,562.00	500.00	29,105	8,001	17,030	54,135	7,573	16%
MONTROSE	20,394	19,399.00	500.00	14,123	1,288	8,567	23,977	4,578	24%
NATURITA	479	1,126.00	500.00	820	35	240	1,095	(31)	-3%
NUCLA	634	1,297.00	500.00	923	43	309	1,276	(21)	-2%
OLATHE	1,901	2,195.00	500.00	1,770	81	445	2,296	101	5%
TOTAL	42,823			-	-				
				-	-				
<b>OURAY COUNTY (UNINCORPORATED)</b>	2,836	6,286.00	500.00	3,797	1,257	2,797	7,851	1,565	25%
OURAY	1,007	1,581.00	500.00	1,173	68	478	1,719	138	9%
RIDGWAY	1,093	1,464.00	500.00	1,230	95	447	1,772	308	21%
TOTAL	4,936			-	-				
				-	-				
<b>SAN MIGUEL COUNTY (UNINCORPORATED)</b>	3,129	10,141.00	500.00	5,899	2,855	2,334	11,088	947	9%
NORWOOD	558	1,072.00	500.00	873	35	124	1,032	(40)	-4%
OPHIR	180								
TELLURIDE	2,622	2,437.00	500.00	2,251	115	387	2,753	316	13%
MOUNTAIN VILLAGE	1,582	1,687.00	500.00	1,557	105	333	1,995	308	18%
TOTAL	8,082			-	-				
				-	-				
<b>NOTES: TOTAL</b>	104,943	180,231.00	13,000.00	121,100	26,084	59,614	203,965	27,488	13%

Membership assessments are based on the percentage of overall population, and include a base of \$500 per member.

Area Agency on Aging assessments are based on the percentage of population over 60 years of age.

Transportation assessments are based on the percentage of Highway Utilization Transportation Funds paid to each member.



Memorandum

To: Region 10 Board of Directors  
From: Patty Gabriel, Regional Grant Navigator  
Date: August 20, 2024  
Re: August 2024 Board Report

Here is the update on the RGN program for August.

1. RGNs continue to provide funding searches, project planning/development and grant application assistance to twenty-one local governments and special districts in the region.
2. The need for assistance with grant compliance continues to grow. Staff are currently working with the City of Delta on their FHWA grant and the Town of Crawford on their BOR WaterSMART grant. The Town of Naturita has also requested assistance with their EPA grant.
3. Staff met with Alyssa Dinberg, Recovery Officer from the Governor's Office of Economic Recovery, to discuss plans for the RGN program in 2025. Although **there is currently no funding allocated for year three, discussions are underway**, and Alyssa will keep us informed as the plan progresses.
4. The Governor's Office of Economic Recovery recently hired a staff person to support RGNs with entries into Salesforce.
5. Grants & Grub will start again in September. Grant management and compliance will be the main topic for the next several presentations.
6. DOLA still has LOMA funding available. LOMA is to be used to help local governments with their match requirement when applying for IIJA Grants. DOLA also continues to provide IIJA and IRA Grant Writing Assistance Programs, especially for low-capacity communities. Please help spread the word to those communities who may benefit from these programs.

Please reach out to me at [pgabriel@region10.net](mailto:pgabriel@region10.net) or Shay at [shay@unbanruralcontinuum.com](mailto:shay@unbanruralcontinuum.com) for any questions related to the RGN program.

# SBRC Board Report

August 22, 2024

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## Noteworthy

The new USDA State Director Crestina Martinez made a site visit to the Business Cultivator, along with USDA Public Information Officer Amy Mund and Montrose County Commissioner Sue Hansen, on Wednesday, August 17. They were all very impressed with the progress the Cultivator has made over the last several months. Michelle, Adriana, and Nancy updated them on the economic impact, Hispanic engagement, kitchen client engagement and successes, and pivots that have made the year-old facility a vibrant community asset.

## What's Happening

### Cultivator Notes from Adriana

- 5 active kitchen clients
- 3 new potential kitchen clients
- Met with Naturally Boulder and discussed possible ways to collaborate.
- Developing follow up Spanish training for RMMFI participants with Callie.
- Participated and provided Small Business Development Center and Business Cultivator information at:
  - ✓ Delta Business Resource Fair at Delta Library Innovation Workspace
  - ✓ CMU Career Festival at CMU – Montrose campus
  - ✓ National Night Out at Olathe Town Park (Provided information to Hispanic families that attended the event)

### SBDC Notes from Callie

- Worked with Michelle Wingfield at City of Montrose to develop an information packet about how to obtain all of the necessary licensing as a mobile food business to operate in Montrose.
- Working with Ashley at NW SBDC to develop startup track of classes.
- Working with other rural SBDC centers to potentially partner with 1<sup>st</sup> Southwest Community Fund to offer. Leading Edge sessions geared towards rural women business owners this fall and, potentially in the future, rural Spanish speakers.
- Finalizing Gunnison CBPP agreements: Sponsor entity agreement, MOUs between R10 and businesses, technical assistance training plans for businesses; Met with Gunnison businesses to check in and discuss next steps since funds will be available soon.
- Working with Adriana to develop a Spanish class in the Fall for early-stage businesses around Business Model Canvas.
- Attended Western Slope Startup Week Hometown event in Gunnison 8/15.
- Attending Western Slope Startup Week in Durango this week (8/19-8/22).

### BLF Notes from Sarah

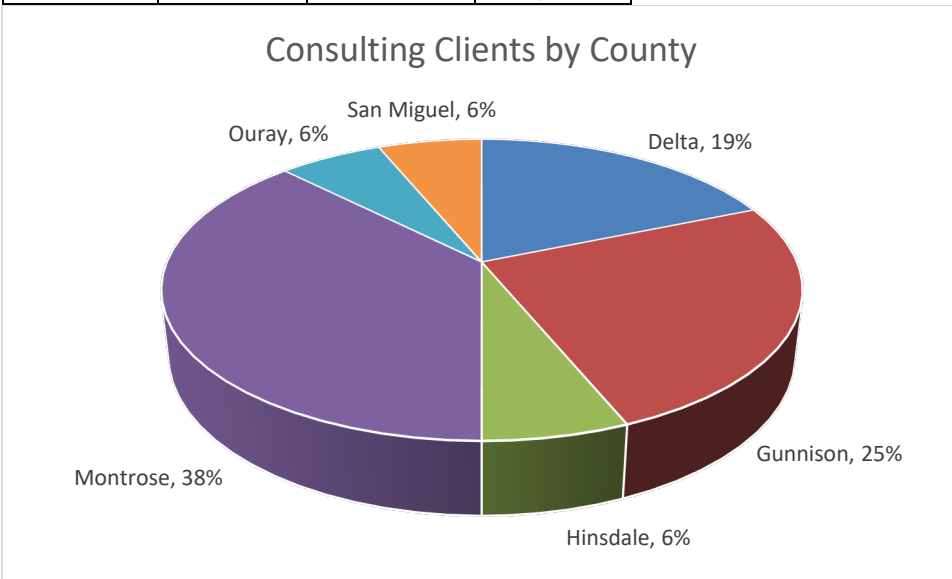
Loan Activity as of 7/31/24

- July- Two loans closed, one loan was charged off, and one loan modification request.
- The loan pipeline continues to be strong with 14 potential borrowers in the pipeline. We expect 2-3 loans to close in August.
- The BLF Team is in the process of updating and revising Region 10's BLF policies. We expect to have them ready for review by the committee in the coming days.
- We are currently supporting 113 active loans throughout the region.

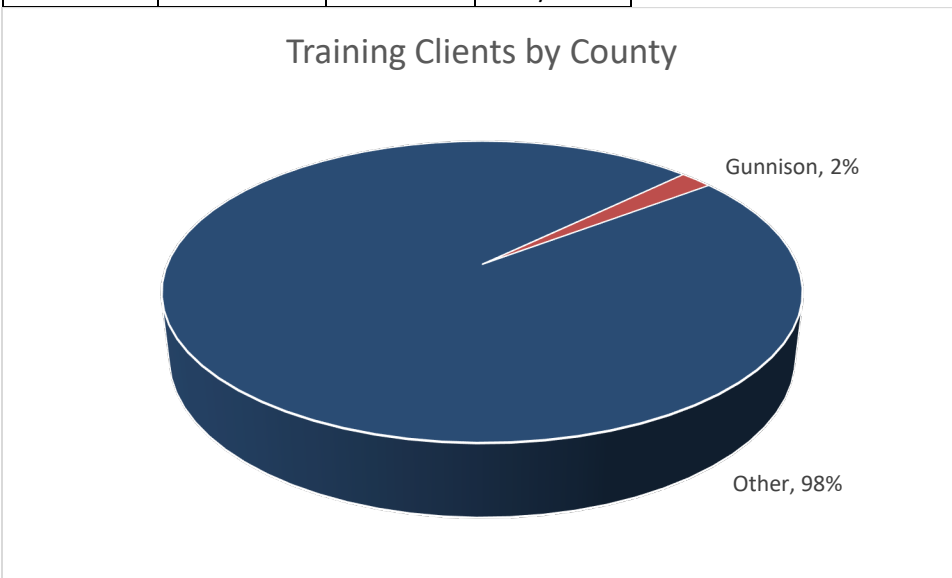
- Portfolio concerns:
  - Increase in modifications requests
  - Increase in delinquencies
- Process priorities:
  - Past due notices
  - Borrower invoicing
  - ACH payments

## The Numbers

July SBDC Consulting Clients			
Clients	Sessions	Hours	Rating
16	22	23	96/100



July SBDC Training Clients			
Clients	Workshops	Hours	Rating
51	7	20	96/100



## Business Loan Fund Portfolio

As of July 31, 2024



### Total Active Loans by County

County	# Loans	Loan Amt	Current Loan Balance	# Jobs Created	# Jobs Retained
Delta	13	\$ 390,202.00	\$ 233,065.07	13	28
Gunnison	17	\$ 745,200.00	\$ 465,087.96	50	80.5
Hinsdale	1	\$ 20,363.00	\$ 2,808.22	0	1
Montrose	70	\$ 3,814,067.04	\$ 2,778,437.27	115	365.5
Ouray	7	\$ 271,086.00	\$ 197,514.72	11	18
San Miguel	5	\$ 132,000.00	\$ 51,939.12	5	27
<b>Grand Total</b>	<b>113</b>	<b>\$ 5,372,918.04</b>	<b>\$ 3,728,852.36</b>	<b>194</b>	<b>520</b>

### Total Active Loans by Industry

Industry	# Loans	Loan Amt	Current Loan Balance	# Jobs Created	# Jobs Retained
Food and Beverage	26	\$ 1,274,343.00	\$ 842,306.06	82	127
Hospitality	3	\$ 435,000.00	\$ 412,774.66	22	6
Manufacturing	9	\$ 549,478.00	\$ 418,279.19	21	93.5
Retail	22	\$ 705,338.00	\$ 318,540.97	9	71.5
Service	27	\$ 1,317,818.04	\$ 1,020,033.92	41	107
Trades	26	\$ 1,090,941.00	\$ 716,917.56	19	115
<b>Grand Total</b>	<b>113</b>	<b>\$ 5,372,918.04</b>	<b>\$ 3,728,852.36</b>	<b>194</b>	<b>520</b>

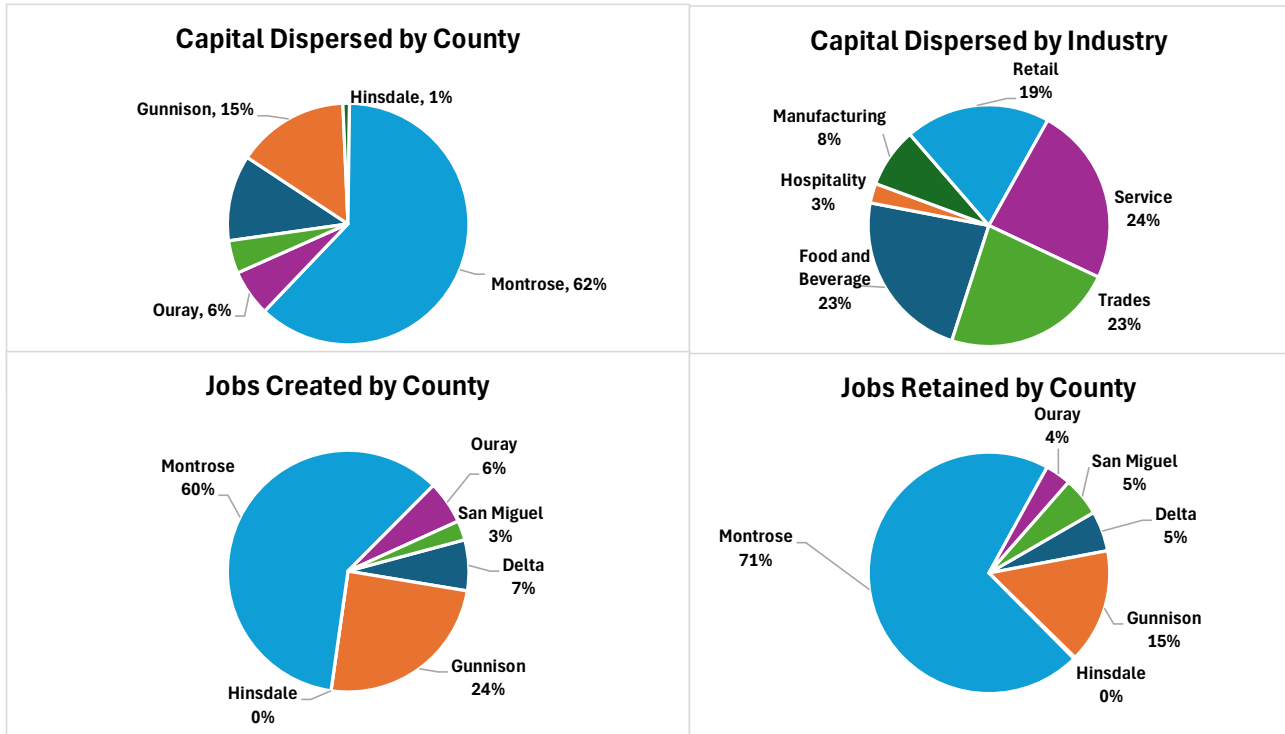
### New Loans by County Last 12 Months

County	# Loans	Loan Amt	Current Loan Balance	# Jobs Created	# Jobs Retained
Montrose	11	\$ 1,207,100.00	\$ 1,182,094.98	40	47
Delta	4	\$ 99,265.00	\$ 96,409.96	6	5
Ouray	2	\$ 80,515.00	\$ 78,422.66	2	10
<b>Grand Total</b>	<b>17</b>	<b>\$ 1,386,880.00</b>	<b>\$ 1,356,927.60</b>	<b>48</b>	<b>62</b>

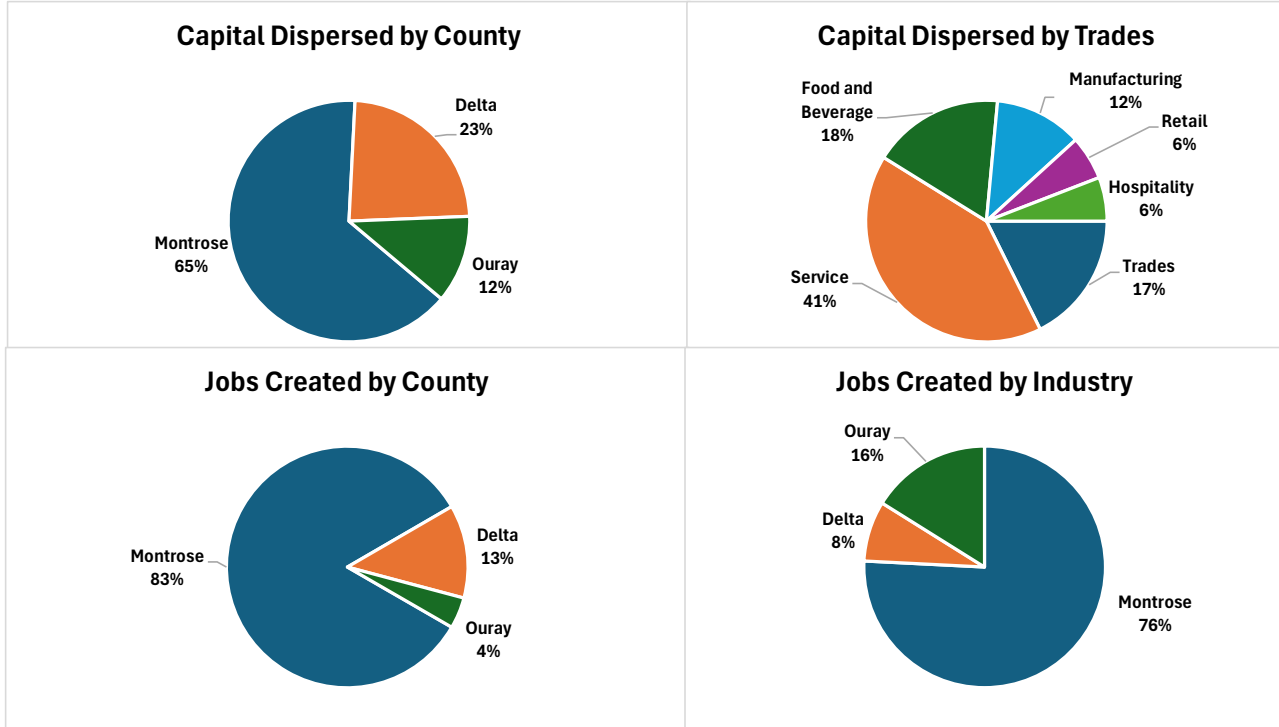
### New Loans by Industry Last 12 Months

Industry	# Loans	Loan Amt	Current Loan Balance	# Jobs Created	# Jobs Retained
Trades	3	\$ 337,000.00	\$ 333,114.26	6	24
Service	7	\$ 460,100.00	\$ 438,841.33	12	22
Food and Beverage	3	\$ 58,980.00	\$ 57,605.46	4	11
Manufacturing	2	\$ 70,800.00	\$ 69,192.98	2	4
Retail	1	\$ 50,000.00	\$ 48,173.57	2	1
Hospitality	1	\$ 410,000.00	\$ 410,000.00	22	0
<b>Grand Total</b>	<b>17</b>	<b>\$ 1,386,880.00</b>	<b>\$ 1,356,927.60</b>	<b>48</b>	<b>62</b>

**Total Loans Active Loans**



**New Loans last 12 Months**





# SET YOURSELF UP FOR SUCCESS: SEPTEMBER 2024

Region 10 | SBDC Workshops for Small Business + Entrepreneurs



**September 5: 4:30-6PM**  
**SMART START**  
How to Start a Business



**September 5: 9-10AM**  
**EXIT PLANNING**  
Exit Planning Info Session



**September 6: 2:30-3:30PM**  
**FINANCE FRIDAY**  
Business Accounting & Budget



**September 12: 9-10AM**  
**NAVIGATING PARTNERSHIPS**  
Balancing Control + Collaboration



**September 17: 9-10AM**  
**LET'S TALK**  
Sales Tax



**September 20 & 21:**  
**5:30-8PM & 8:30AM-4:30PM**  
**DEMYSTIFYING**  
**ENTREPRENEURSHIP**



**September 25: 12-1PM**  
**FINANCE SENSE**  
Excel + Google Sheets for Basic Use for Business Owners + Managers



**September 27: 2:30-3:30PM**  
**FINANCE FRIDAY**  
Business Accounting & Budget

## + WORKSHOPS ON-DEMAND!

Self-paced programming available to you on your schedule!

### CASH FLOW ESSENTIALS

Learn how to leverage cash flow as a financial planning tool.

### PROFITABILITY ESSENTIALS

Increase the profitability of your business to put more money in your pocket.

### FINANCIAL STATEMENT ESSENTIALS

Monitor the health of your business by understanding your financial statements.



**SIGN UP FOR THESE & OTHER WORKSHOPS HERE:**

970.765.3139 | [www.region10.net/businesses-resources](http://www.region10.net/businesses-resources)





## CLS Board Report August 2024

### Action Item:

- **Approval of Grant Application for RSVP expansion funding**

### Noteworthy:

- Brian Bowler introduction-Brian joins Region 10 with a wealth of experience in issues impacting older adults. As an Adult Protective Services supervisor and social worker, he understands the needs of older adults, the challenges facing community partners and the need to seek creative solutions.
- The article in the August edition of the Beacon outlined the challenges all AAA's in Colorado are facing. Advocacy efforts have begun and we will keep you posted as to how you can help. Another article was in the Daily Press 8/17 edition explaining the funding issues.
- We are actively seeking other grant opportunities and will apply when they seem appropriate.

This is an overview of our current service reductions:

- **Senior Community Meals**-discontinue frozen meal delivery (these people have been offered MOMs Meals which are several dollars less per meal.
- **MOMs Meals** referrals will be reviewed and those at the lowest risk will be waitlisted, moderate risk will receive 10 meals per month and those who high risk will receive 20 meals per month.
- **The Shepards Hand** hot home delivered program is capped at 50 clients and delivery has been reduced from 5 days per week to three.
- We currently have a **freeze on new referrals for homemaking and caregiver respite** (except for West Montrose County, which has additional funding resources.) We will try to backfill some of this with RSVP and Senior Companions. We are not reducing personal care at this time.
- **All Points Transit** will continue to provide unlimited medical and senior center rides but personal trips have been reduced to one round trip per week.
- The **options counselors** have a new triage protocol to reduce the number of in-home assessments and mileage and travel time. All clients are reassessed annually and during this process some services may be reduced based on the clients risk factors.
- **Life Alert** referrals have been capped and other material aid (eg, glasses, hearing aids, grab bars, etc) is not offered this year.
- **Service Targeting Requirements** have tightened to focus on required services to those below 100% of poverty (about \$1200/month for a single household), a minimum level restriction of activities (such as personal care, cooking, mobility, etc.), consideration of nutrition risk for meals programs, and other assistance received/available to the individual (such as family or other support.) There is also an increased focus on qualification for Long Term Care Medicaid.

**SHIP** -One of the two new SHIP volunteers has resigned, due the complexity of the SHIP program. We now have one counselor in Delta County and one in Gunnison. It would be very difficult to get new volunteers trained and confident before the Oct 15<sup>th</sup> open enrollment period. We will do the best we can and will likely have very limited hours and lean heavily on the state for assistance.

**Ombudsman**- The annual on-site state evaluation was conducted Aug 14<sup>th</sup> with the expected high regard for what Sandy and her team are doing in Region 10. Nursing Home and Assisted Living facilities continue to struggle with staffing issues that lead to poor care and often dangerous situations for the residents. Sandy is likely the strongest Ombudsman in the state. The State Ombudsman pointed out her tenacity and professionalism and stated that "Sandy is a leader". Our four volunteer Ombudsmen help ensure that the residents in Region 10 are well represented.

**RSVP (Retired Senior Volunteer Program) Update:** We have contracted with a new RSVP coordinator for Montrose & Ouray counties, this will really help our impact in Ouray County. She will also assist with recruiting for the Senior Companion program. **AmeriCorps has announced Open competition for grants; we will apply for the counties of Ouray and San Miguel, which are currently not funded.** (We are serving these counties without funding from AmeriCorps currently.) The Gunnison coordinators are doing a great job and have recruited 3 new volunteers.

**Senior Companion**-We currently have 27 registered companions that have not yet completed the required training to receive the \$4 per hr stipend. This will be encouraged with the hope that some of these people will want to take on more hosts. This program can help backfill caregiver respite and companionship needs. Claudette and Kerry are working closely to encourage all volunteers to consider both opportunities. Senior Companion information is included in all RSVP presentations and orientations.

### **Informational/Ongoing**

- The Village Open House was a great success and we expect to have some older adults moving in the week of Aug 19<sup>th</sup>.
- **The next RAC meeting is Aug 29<sup>th</sup> from 10-1**



# TRANSPORTATION NEWSLETTER

**DATE: JULY 2024**

**Vince Rogalski, Chairman**

**Gunnison Valley TPR**

**[vrogal@montrose.net](mailto:vrogal@montrose.net)**

## Changes to STAC BYLAWS

### **Statewide Transportation Advisory Committee (STAC) Memorandum**

To: Statewide Transportation Advisory Committee (STAC)

From: Darius Pakbaz, Director, Division of Transportation Development

Date: August 1, 2024

Subject: Updated STAC Bylaws

Purpose To update STAC Bylaws so they reflect Transportation Commission Resolution #s TC 2024-05-08, 3.03.2.1 (officer term limits) and TC 2024-05-08, 3.03.2.2 (urban and rural representation), along with readability and accessibility improvements.

Action Review the updated STAC Bylaws as written. No action is required at this time.

#### Background

STAC approved the previous bylaws on October 27, 2020. STAC asked CDOT staff for a draft of the updated bylaws for their review and comment. To this end, the Transportation Commission adopted Resolution #TC 2024-05-08 that contained changes to the Planning Rules (2 CCR 601-22) based on recommendations from the HB23-1101 TPR Boundary Study.

There are two major changes to Planning Rules relevant to the STAC Bylaws:

- “3.03.2.1 In establishing procedures for the appointment of a chairperson and vice chairperson, STAC shall include a provision for term limits for each office so that no individual may serve in either position for more than two consecutive two-year terms.” This change now appears in Article IV, Section 3 of the updated Bylaws.
- “3.03.2.2 To ensure the STAC’s leadership represents both rural and urban Colorado, STAC is encouraged to require that when the chairperson is chosen from a rural TPR or tribe, the vice chairperson shall be chosen from an urban MPO area, and each position shall rotate so that no consecutive chairpersons or vice chairpersons come from either a rural TPR or tribe, or urban MPO area consecutively. CDOT staff is seeking guidance on how STAC members would like to consider

updating the STAC Bylaws based on the above changes to the Planning Rules.” This change now appears in Article IV, Section 11 of the updated Bylaws.

## Next Steps

STAC Bylaw changes require both a 2/3 vote and a two-week notice. CDOT staff anticipates action to approve the updated Bylaws in October, ahead of the election of officers.

Lastly, staff recommends that Transportation Planning Regions (TPRs) consider a similar timeline for updating their governing documents.

## **Draft Revised STAC Bylaws**

### **Bylaws of the Statewide Transportation Advisory Committee**

**August 1, 2024**

#### **Article I – Name**

The name of this committee shall be the Statewide Transportation Advisory Committee (STAC)

#### **Article II – Objective**

The Statewide Transportation Advisory Committee provides advice to both the department and the commission on the needs of the transportation systems in Colorado, including but not limited to budgets, transportation improvement programs, the statewide transportation improvement program, transportation plans, and state transportation policies, and shall review and provide comment to both the department and the commission on all regional transportation plans submitted for the transportation planning regions. The activities of the committee shall not be construed to constrain or replace the Project Priority Programming Process (4P), formerly known as the county hearing process.

The Statewide Transportation Advisory Committee reviews and comments on all regional and statewide transportation plans submitted by the transportation planning regions and/or the Colorado Department of Transportation.

#### **Article III – Members**

Section 1. Each Transportation Planning Region (TPR) shall select a representative to the STAC pursuant to §43-1-1104 C. R. S. (1991).

Section 2. Each Transportation Planning Region shall select alternate(s) to provide

representation, in the case of the absence of the STAC representative.

Section 3. The Ute Mountain Ute and Southern Ute Indian Tribes may each appoint voting members to the STAC.

Section 4. A TPR must notify the Director of the Division of Transportation Development (DTD) in writing the name, title, mailing address, telephone number, and electronic mail address of any change in STAC representation **prior to the next scheduled STAC meeting or within 30 days, whichever is sooner.**

**Section 5. The chairperson of the Transit and Rail Advisory Committee (TRAC) shall be a non-voting member of STAC and is entitled to name an alternative representative in the event the chairperson is unable to attend a STAC meeting and both individuals shall be included by the Department in distributions of all STAC correspondence and notifications. The DTD Division Director shall be notified in writing of the name, title, mailing address, telephone number, and electronic mail address of the STAC representative and alternative representative within thirty (30) days of selection.**

## **Article IV – Officers**

Section 1. The Offices of the STAC shall consist of a Chairperson and a Vice-Chairperson.

Section 2. The Chairperson shall preside at all meetings of the STAC. The Chairperson shall represent STAC with the Transportation Commission. The Chairperson shall work with CDOT staff on agenda setting. The Chairperson shall be a member of the STAC and shall hold office **for no more than two (2) consecutive two-year terms.**

Section 3. The Vice-Chairperson shall, in the case of the absence or disability of the Chairperson, perform the duties of the Chairperson. The Vice-Chairperson shall be a member of the STAC **and shall hold office for no more than two (2) consecutive two-year terms.** In the absence of both the Chairperson and the Vice-Chairperson, **the members present at a meeting of the STAC shall select a Chair pro tem to preside over such meeting.**

Section 4. The officers shall perform the duties described in the parliamentary authority under Roberts Rules of Order, and any duties described in these bylaws.

Section 5. The officers shall be elected by vote at a regularly scheduled STAC meeting to serve a term of 2 years or until their successors are elected. Their term of office shall begin upon adjournment of the regular meeting during which the election took place.

Section 6. Elections shall be held at the STAC meeting in **May** in even-numbered calendar years, **starting in calendar 2026. If a May meeting is not held, the elections should be held at the next meeting thereafter.**

Section 7. In the event, the Chairperson should resign from the STAC, the Vice-Chairperson shall assume the position until the end of the term.

Section 8. In the event the Vice-Chairperson also resigns, a special election will take place at the next scheduled STAC meeting.

Section 9. No person shall hold office if he/she is not a representative, and no representative shall hold more than one office at one time.

Section 10. Each TPR or Tribal Entity shall cast one vote for the chairperson and vice chairperson.

**Section 11. To ensure the STAC's leadership represents both rural and urban Colorado, when the chairperson is chosen from a rural TPR or tribe, the vice chairperson shall be chosen from an urban MPO area, and each position shall rotate so that no consecutive chairpersons or vice chairpersons come from either a rural TPR or tribe, or urban MPO area consecutively, whenever possible during the election process, encouraging equal distribution of the officer positions between rural and urban Colorado.**

## **Article V – Meetings**

Section 1. A regular meeting of the STAC shall be held at least quarterly.

Section 2. A notice, meeting materials, and agenda will be sent to each STAC member by the Division of Transportation Development (DTD) for regular meetings at least one week in advance. Emergency agenda items may be considered with a majority vote of the STAC members.

Section 3. All meetings of the STAC shall be open to the public.

Section 4. The majority of the membership shall constitute a quorum. A majority vote of the members present shall be required to carry any motion. A representative may participate via phone, internet or in-person.

Section 5. Meetings may be held virtually, in-person or a combination.

## **Article VI – Records**

The records of the STAC shall be public records and shall be open for public inspection.

Minutes shall be recorded for all STAC meetings and shall be approved by the STAC. After approval by the STAC, minutes shall be made a part of the STAC record.

## **Article VII – Amendment**

These bylaws may be amended at any regular or special meeting of the STAC by a two-thirds vote of the membership, provided that previous notice of the amendment was given to all members at least two weeks in advance.

## **Article VIII – Ad Hoc Committee**

Ad Hoc committees can be formed by STAC or appointed by the Chairperson as necessary.

# **TRANSIT**



# Transportation Commission Memorandum

**To:** The Transportation Commission

**From:** Kay Kelly, Chief of Innovative Mobility; Paul DesRocher, Director of DTR

**Date:** Wednesday, August 14, 2024

## Subject: Transit Connections Study

### Purpose

To provide an update on the Transit Connections Study (TCS) project.

### Action

Informational

### Background

The TCS aims to provide a strategic vision for a statewide transit network as part of a transformational, interconnected multimodal system. This includes improving and expanding the Bustang Family of Services and ensuring seamless connections between state-funded services and with local and regional transit/mobility providers. The study has concluded the literary review of the current state of transit and is transitioning into the gap analysis.

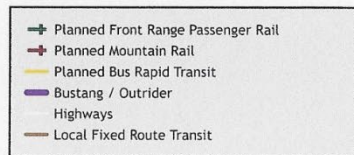
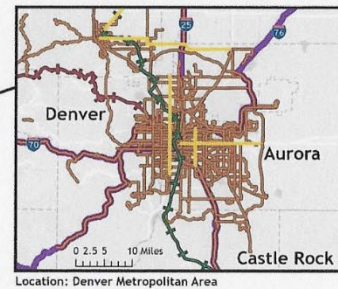
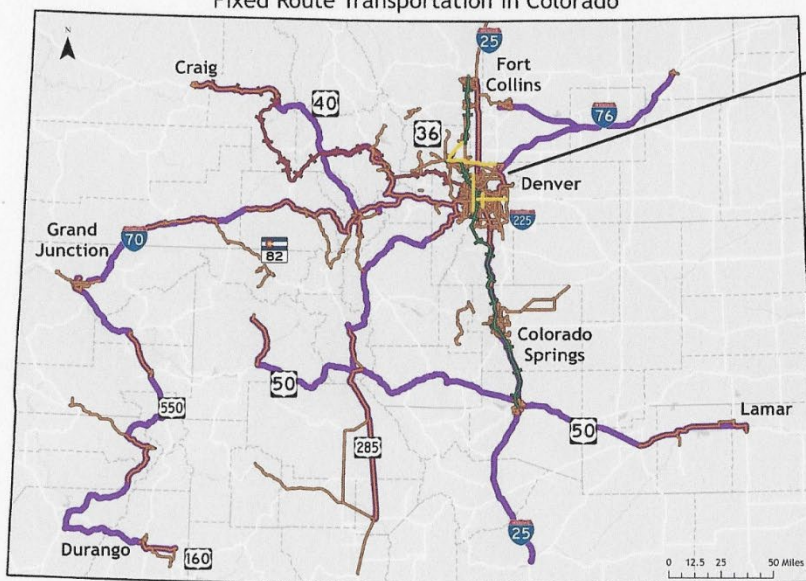
### Next Steps

The TCS is anticipated to be completed by December 2024 and additional updates will be provided to the Commission as the project advances.



## Current State of Transit

Public Transportation Snapshot:  
Fixed Route Transportation in Colorado



 **COLORADO**  
Department of Transportation  
Office of Innovative Mobility  
Data Source: CDOT Created: August 2024 by curtissca

**Transportation TPR Meeting**  
**NEXT MEETING NOTICE TPR meeting**  
**August 29, 2024**  
**1:30 to 3:30pm**  
**Hybrid**