

## 8. APPENDICES

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## APPENDIX 1 – REGION 9 BOARD MEMBERSHIP

### 1. GOVERNMENT REPRESENTATIVES (51-65%)

*Elected officials and/or employees of a general purpose unit of state, local or Indian tribal government who have been appointed to represent the government.*

Name	Government	Position
Chris LaMay*	Town of Bayfield	Manager
Wally White	La Plata County	Commissioner
Robert Kunkel	City of Durango	Business Improvement District
Tom Yennerell	Town of Mancos	Manager
Jennifer Stark	Town of Rico	Planner
Miriam Gillow-Wiles*	Town of Ignacio	Planner
David Mitchem	Town of Pagosa Springs	Manager
William Tookey	San Juan County	Manager
Ryan Mahoney	Town of Dolores	Manager
Rodney Class-Erickson	Southern Ute Tribe	Planner
Bryce Capron	Town of Dove Creek	Representative
Ernie Williams	Dolores County	Commissioner
Jay Harrington	City of Cortez	Manager
Jason Wells	Town of Silverton	Manager
Steve Chappell	Montezuma County	Commissioner
Todd Starr	Archuleta County	Attorney

### 2. NON-GOVERNMENT REPRESENTATIVES (35-49%)

**A. Private Sector Representatives:** *Any senior management official or executive holding a key decision-making position, with respect to any for-profit enterprise. (At least one required)*

Name	Company / Enterprise	Position
Dewayne Findley	Aspen Wall Wood	Owner
Laurie Sigillito	Fast Signs	Owner

**B. Stakeholder Organization Representatives:** *Executive directors of chambers of commerce, or representatives of institutions of post-secondary education, workforce development groups or labor groups. (At least one required)*

Name	Organization	Position
Paul McGurr	Fort Lewis College	Asst. Dean, School of Business
Mark Prouty	SOS Staffing Service	SW Workforce Advisory Board & State Rural Consortium Board
Anthony Edwards	San Juan Dev. Assoc.	Board member

### 3. AT-LARGE REPRESENTATIVES (0-14%)

Other individuals who represent the principal economic interests of the region. (No minimum required)

Name	Area of Interest	Background
Don McCandless*	Healthcare	Business
Dan Fernandez	Agriculture	Extension agent
Bruce Johnson	Finance	Banking
Laurel Rematore*	Nonprofits	nonprofits

\*Those starred did not participate in the CEDS update, but their predecessor did.

#### CALCULATIONS

	<u>Number</u>	<u>Percent</u>
1. Government Representatives (51-65%)	<u>16</u>	<u>64%</u>
2. Non- Government Representatives (35-49%)	<u>5</u>	<u>20%</u>
A. Private Sector Representatives (at least 1)	<u>2</u>	
B. Stakeholder Organization Representatives (at least 1)	<u>3</u>	
3. At-Large Representatives (0-14%)	<u>4</u>	<u>16%</u>
<b>Total Board Membership</b>	<b>25</b>	<b>100%</b>

#### APPLICABLE REGULATIONS

13 CFR Part 304.2(c):

*The District Organization must demonstrate that its governing body is broadly representative of the principal economic interest of the Region, and, unless otherwise prohibited by applicable State or local law, must include at least one (1) Private Sector Representative and one (1) or more of the following: Executive Directors of Chambers of Commerce, or representatives of institutions of post- secondary education, workforce development groups or labor groups, all of which must comprise in the aggregate a minimum of thirty-five (35) percent of the District Organization's governing body. The governing body shall also have at least a simple majority of its membership who are elected officials and/or employees of a general purpose unit of State, local or Indian tribal government who have been appointed to represent the government. Upon the District Organization's showing of its inability to locate a Private Sector Representative to serve on its governing body following extensive due diligence, the Assistant Secretary may waive the Private Sector Representative requirement. The Assistant Secretary shall not delegate the authority to grant a waiver under this paragraph.*

## APPENDIX 2 – CEDS STRATEGY COMMITTEE

(Includes most Board members listed above. Some were new and did not participate in this CEDS Update. Others played a different role in the CEDS than on the Region 9 Board)

### 1. PRIVATE SECTOR REPRESENTATIVES (At least 51%)

Any senior management official or executive holding a key decision-making position, with respect to any for-profit enterprise.

Name	Company	Position
Mark Prouty	SOS Staffing Service	Regional Manager
Dewayne Findley	Aspen Wall Wood	Owner / Manager
Laurie Sigillito	Fast Signs	Owner / Manager
Anthony Edwards	San Juan Law Office LLC	Sole Proprietor
Fritz Klinke	NA Graphics Inc.	Owner
Pete McKay	The Sun House	Owner
Mitchell Toms	Mitchell Toms Commercial Real Estate	Broker
	United Country Mount. Prop.	
Lisa Hayes	San Juan Bio Energy	Owner/broker
Dan Fernandez	Farmer	Board member
Steve Chappell	BC Signs	Owner
Bryce Capron	Susie's Hallmark	Owner
Joe Keck	Rico Bugle	Co-owner
Rebecca Levy	The Training Advantage	Publisher/Editor
Dawn Farrington		Manager
Christine Rasmussen	People-Planet-Profit	Freelance writer
Terry Woodward	Citizens State Bank of Cortez	Consultant
Slim McWilliams	Information Services	Chairman
Donna K. Graves	Durango Coffee Company	Owner
Tim Wheeler		Owner

### 2. REPRESENTATIVES OF OTHER ECONOMIC INTERESTS (No more than 49%)

Persons who provide additional representation of the main economic interests of the region. These may include, but are not limited to: public officials, community leaders, representatives of workforce development boards, institutions of higher education, minority and labor groups, and private individuals.

Name	Area of Interest	Position
Bruce Johnson	Finance	Retired banker
Robert Sonora, Ph. D.	Economic data	Professor of Economics, Ft. Lewis
Jennifer Stark	Minority/Labor Issues	Center for Civic Engagement, Ft. Lewis
Heather Wyatt	Resource efficiency	Program Specialist, 4CORE
Justin Clifton	Economic development	Past Bayfield Town Manager
Wally White	La Plata County	Commissioner
Robert Kunkel	Downtown Improvement Districts	Ex. Dir., Durango Business Improvement District
Tom Yennerell	Local gov./Montezuma	Mancos Town Administrator
Balty Quintana	Local gov./La Plata	Past Ignacio Town Manager
David Mitchem	Local gov./Archuleta	Pagosa Springs Town Manager
William Tookey	San Juan County	San Juan County Manager
Ryan Mahoney	Local gov./Montezuma	Dolores Town Administrator
Rodney Class-Erickson	Southern Ute Tribe	Planner, Southern Ute Tribe
Ernie Williams	Dolores County	Commissioner
Jay Harrington	Telecommunications	Past Cortez City Manager

Jason Wells Todd Starr Paul McGurr	Telecommunications Archuleta County Higher Education	Silverton Town Administrator Attorney Asst. Dean, Ft. Lewis College School of Business
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**CALCULATIONS**

	<u>Number</u>	<u>Percent</u>
Private Sector Representatives (at least 51%)	<u>19</u>	<u>51 %</u>
Representatives of Other Economic Interests (no more than 49%)	<u>18</u>	<u>49 %</u>
<b>Total Committee Membership</b>	<b>37</b>	<b><u>100%</u></b>

**APPLICABLE REGULATIONS:**

13 CFR Part 303.6(a):

*The Planning Organization must appoint a Strategy Committee. The Strategy Committee must represent the main economic interests of the Region and must include Private Sector Representatives [as defined above] as a majority of its membership. In addition, the Planning Organization should ensure that the Strategy Committee includes public officials, community leaders, representatives of workforce development boards, institutions of higher education, minority and labor groups, and private individuals.*

**APPENDIX 3 – ACKNOWLEDGMENTS**

**Region 9 Staff includes:**

- Ed Morlan**, Executive Director
- Laura Lewis Marchino**, Asst. Director
- Conor Wakeman**, Special Projects
- Jenny Stollar**, Business Loan Officer
- Cassie Alexander**, Business Development Specialist
- Shirley Jones**, Accountant
- Terry Blair-Burton**, Admin. Assistant & Office Manager

**The consultants and staff on the project include:**

- Donna K. Graves**, Information Services – Project Manager
- Christine Rasmussen**
- Laurie Blanz**
- Karen Phelan**
- Laura Lewis Marchino**, Region 9 EDD

## **Public Participation**

The CEDS is the result of a wide variety of community input through meetings, telephone calls, e-mails and personal contacts of key community stakeholders. The following is a list of the groups, persons and governments that were outreached in this process. Many were contributors and editors. (We apologize if we inadvertently forgot anyone.) Region 9 would also like to recognize the economic development organizations that provided input and reviewed the CEDS document, the groups and individuals who participated in Governor Hickenlooper's Bottom Up Economic Development Strategy survey process, and all of the citizens who attended the various community meetings.

**Ann Bond**, San Juan Public Lands Center

Archuleta County Commissioners

**Ashton Harrison**, Montezuma County Administrator

Colorado Dept. of Public Health & the Environment

**Bill McKown**, Archuleta County Airport

**Christi Zeller**, Executive Director La Plata Energy Council

**Cindy DeGroen**, Colorado State Demographers Office

**Conor Wakeman**, Region 9 EDD

**Darrin Parmenter**, La Plata County Extension Office

**David Keyser**, State Demographers Office

**Dennis Golbricht**, Dolores County Attorney

Dolores County Commissioners

Dolores County Development Corporation

**Governor Hickenlooper's** Bottom Up survey participants (500+) and County team members

**Greg Schulte**, Archuleta County Manager

**Jennifer Dallmann**, Early Childhood Programs Coordinator, Durango 4-C Council, Inc.

**Joanne Spina**, Asst. La Plata County Manager

**Josh Joswick**, San Juan Citizens Alliance

**Karin Kohake**, Pagosa Springs Community Development Corporation

Pagosa Springs Community Development Corporation

**Katie McKain**, Economic Development Administration

**Ken Charles**, Field Officer DOLA

**Kerrie Neet**, Colorado Department of Transportation

**Laurie Blanz**, Writing Consultant

**Leanne Goebel**, Arts Journalist

**Madonna Whyte**, Southern Ute Tribe

**Mary Jo Coulehan**, Pagosa Springs Chamber of Commerce

**Megan McDermott**, Colorado Dept. of Education

Mercy Health Foundation

Montezuma County Commissioners

**Muriel Easton**, Business Development

**Nita Purkat**, Dolores County Senior Services

La Plata County Commissioners

**Shawn Nau**, former La Plata County Manager

Southwest Memorial Hospital staff

Southwest Colorado Council of Governments

Sustainability Alliance of Southwest Colorado (SASCO)

**Tom Hooton**, Montezuma County Extension Office

Town of Bayfield staff

Town of Dolores staff

Town of Dove Creek staff

Town of Rico staff

## **APPENDIX 4 – COMPLETED CDAP PROJECTS 2000-2010**

A number of projects listed in the 2001 and 2006 CEDS document as part of the Community Development Action Plans, have been completed. As part of the CEDS evaluation process, the number of completed projects are noted and included below. Future CEDS publications will be able to further evaluate the effectiveness of the CDAP process in the area communities. (\*Since 2006 CEDS)

### **Archuleta County**

Capacity Expansion for Dutton Ditch

Adopt County Trails Plan

Improve Archuleta County Fairgrounds

Rebuild Pagosa Lakes Electrical System

Develop Historic Preservation Guidelines

Improved 911 Service

Hot Springs Blvd. Master Plan

\*Construction of Critical Access Care Hospital

\*Master Plan for the Town of Pagosa Springs Downtown Core Area

\*Master Plan for Parks, Open Space, and Recreation

\*Building Codes adopted by Town & County

\*Area-Wide Housing Needs Assessment

\*Town of Pagosa Springs Land Use and Development Code update

\*Airport completed 3100 feet of parallel taxiway investing \$5.2 million

\*Establish a Nuisance Ordinance

\*Pedestrian bridge was installed over the San Juan River

### **Dolores County**

Maintain Community Library

Senior Center Nutrition Program

Development of Weber Business Park

Gas Service to the Town of Rico

Elementary School in Rico

Upgraded emergency communication system

\*Conduct a county-wide housing assessment

\*San Juan Biodiesel as anchor to Weber Business Park

\*Limited cell service is occurring within Rico town limits

\*Revision of Land Use Plan occurred in March of 2008

\*San Juan National Forest Plan Revision

\*Acquired 40 acres of open space along the river corridor through Rico

\*Van Winkle mine and restoration project complete

\*Create a Downtown Development Authority in Rico

\*Achieved a Special Use Permit for the establishment of a small daycare program in Rico

\*Reduced Fire Protection ISO in Rico.

\*Part-time staff in the Rico Fire Protection District to aid in grant funding, training equipment and administrative operations.

\*Secondary Water System Usage Water Project in Dove Creek

### **La Plata County**

Establish La Plata County Economic Development Action Partnership

Fort Lewis College Expansion: Center of Southwest Studies, Hesperus Hall, Student Life Center, Berndt Hall expansion, Clock Tower construction

Adopt County Trail Plan

La Plata County Fairgrounds redevelopment

Durango Community Recreation Center

La Plata County Comprehensive Plan

Ignacio Volunteer Emergency Squad Building  
 Fire Protection District's Consolidation Study  
 Livestock Processing Facility  
 Construction of Fort Lewis College Child Development Center  
 Rebuild Mercy Medical Center facilities  
 Additional space for La Plata County Road and Bridge Maintenance Shops  
 Community contingency plan to assist the Durango Silverton Narrow Gauge and Durango Mountain Resort  
 Sunshine Gardens Expansion  
 Miles for Smiles Mobile Dental Clinic  
 \* Construction of new Bayfield Town Hall  
 \* Construction of Crossroads Psychiatric Facility  
 \*Opened Boys & Girls Club in Durango  
 \* Construction of Senior Center in Bayfield  
 \*County Jail Expansion  
 \*Upgrade and Expand Senior Center in Durango  
 \*Establish Durango Community Learning Center Partnership The Common's Building  
 \*Provide Transit between Durango and Bayfield  
 \*City of Durango Comprehensive Plan  
 \*Enhance Fort Lewis College *Econometer* Publication  
 \*Construct City of Durango Transit Center  
 \* Expand Bayfield Sanitation District  
 \*Provide transit service between Bayfield in Durango by 2007.  
 \*Expanded regional air service.  
 \*Van Den Berg Metro District Improvements  
 \*Durango Transit Center was completed  
 \*Add 4<sup>th</sup> lane to Farmington Hill

### **Montezuma County**

One Stop Career Center  
 Shared facilities for economic Development groups in Welcome Center  
 New jail facility  
 Pave Hovenweep road  
 Pedestrian Master Plan  
 Dolores River Water Shed Forum  
 Dolores River Valley Comprehensive Plan  
 US Highway 160 Bypass Reconstruction Project  
 Establish Adult Learning Center  
 \*Forest Service HWY designation for the Dolores/Norwood Road  
 \*Seek Enterprise Zone project designation for the Pinon Project Family Resource Center  
 \*Construct Sophia Retreat & Conference Center in Dolores  
 \*Completed Upgrades to grandstands, concession stand, sewer, and rodeo area at Montezuma County Fairgrounds  
 \*Improvements to Lewis Arriola Community Center  
 \*Sidewalks were constructed along Railroad Avenue

### **San Juan County**

Update local phone service  
Establish Mountain Studies Institute  
Establish Silverton Community Learning Center  
Establish Comprehensive Family Center and Licensed Preschool  
Complete Red Mountain Project  
Implement Silverton Outdoor Learning and recreation center  
Complete Mining Museum  
\*Redevelop and Expand Molas Lake Park  
\*Augmentation Town of Water Storage in Multiple Locations  
\*Create Water Storage Source – Big Molas Lake

### **APPENDIX 5 – LIST OF ACRONYMS**

CDOT – Colorado Department of Transportation  
DOLA – Colorado Department of Local Affairs  
FAA – Federal Aviation Administration  
GoCO – Go Colorado grant  
USDA – United States Department of Agriculture  
CHI – Colorado Housing Inc.  
NRCS – Natural Resource Conservation Service  
DCDC – Dolores County Development Corporation  
CSU – Colorado State University  
BLF – Business Loan Fund  
EPA – Environmental Protection Agency  
HUD – Department of Housing and Urban Development  
CHFA – Colorado Housing & Finance Authority  
SBDC – Small Business Development Center  
EDA – Economic Development Administration  
TANF – Technical Assistance for Needy Families  
OEDIT – Office of Economic Development & International Trade  
PAWS – Pagosa Area Water Services  
SWRPC – Southwest Regional Transportation Planning Commission  
TPR – Transportation Planning Region  
CDBG – Community Development Block Grants  
DOW – Division of Wildlife  
MCEDA – Montezuma Community Economic Development Association  
FASTER – Funding Advancement for Surface Transportation & Economic Recovery  
FONSI – Finding of No significant impact

## **APPENDIX 6 – CEDS RESOURCES**

### **Region 9 Economic Development District**

The Region 9 Economic Development District of Southwest Colorado (Region 9) is a Colorado non-profit community economic development corporation that promotes and coordinates economic development efforts throughout Southwest Colorado. The board of directors is comprised of 26 directors, 17 members from local government agencies throughout the region and 9 members that represent the private sector in our five county area. Region 9 serves the counties of Archuleta, Dolores, La Plata, Montezuma and San Juan, and the cities and towns within those regions, as well as the Southern Ute and the Ute Mountain Ute Indian Tribes.

#### **Archuleta County**

Town of Pagosa Springs

#### **Dolores County**

Town of Dove Creek

Town of Rico

#### **La Plata County**

City of Durango

Town of Bayfield

Town of Ignacio

#### **Montezuma County**

City of Cortez

Town of Dolores

Town of Mancos

San Juan County

Town of Silverton

#### **Southern Ute Indian Tribe**

#### **Ute Mountain Ute Indian Tribe**

Region 9's mission is to be a regional leader, working cooperatively with the private and public sectors to enhance the economic conditions in the area, and improve the region's economic prosperity.

Region 9 offers a revolving loan program for "gap" financing to assist small business retention, expansion and job creation. They also offer a micro-enterprise loan program for loans up to \$100,000 for qualifying small businesses with five or fewer employees.

In addition to their loan programs, Region 9 administers the Colorado Enterprise Zone Tax Credit program, provides administrative support to the Southwest Regional Transportation Planning Commission, publishes the [Comprehensive Economic Development Strategy \(CEDS\)](#) to assist local communities with regional economic development strategic planning and technical assistance and helps to administer different State and Federal programs.

Region 9 often partners with community organizations, governments and the private sector to assist in the development of special projects that result in job creation/retention and the economic expansion of the community or enterprise. Region 9 is currently assisting with the Southwest Colorado Council of Governments, Train Smoke Mitigation Task Force and the Four Corners Film Office.

Emerging Growth Companies are critically important to Southwest Colorado's economic development and diversification. Nationwide, these companies create about 75% of all new jobs, provide unique products or services, and have growing national or international markets.

Most importantly, because of their need for highly skilled employees EGCs provide higher than average wages. Region 9, the Fort Lewis College School of Business Administration, the Small Business Development Center at Fort Lewis College, and county-level economic development groups are partnering to provide targeted support programs for EGC's.

If you need further information please call Region 9 EDD at 970-247-9621 or email [ed@scan.org](mailto:ed@scan.org). Region 9 is located at 295 A Girard St. Durango, CO 81303.

## Economic Development Organizations

For business and relocation assistance contact Region 9, one of the specific community economic development organizations, or a Chamber of Commerce listed below. If your business needs technical assistance, the Southwest Colorado Small Business Development Center offers numerous services including: SBA/Business Loan Preparation Assistance, Business Plan Reviews, Access to Training Assistance Programs, Seminars on Various Topics, General Consulting, and many other services.

Small Business Development Center  
Joe Keck  
1000 Rim Dr.  
Durango, CO 81301  
Phone (970) 247-7009  
FAX (970) 247-7205  
e-mail: [keck\\_j@fortlewis.edu](mailto:keck_j@fortlewis.edu)  
[www.fortlewis.edu/soba/sbdc](http://www.fortlewis.edu/soba/sbdc)

Pagosa Springs Community Development Corp.  
PO Box 1183  
Pagosa Springs, CO 81147  
970-731-1443  
[www.pagosaspringscdc.org](http://www.pagosaspringscdc.org)

San Juan Economic Development Association  
P.O. Box 722  
Silverton, CO 81433  
Phone (970) 387-5101  
Fax (970) 387-0282  
[www.sanjuandevelopment.org](http://www.sanjuandevelopment.org)  
[swanson4@fidnet.com](mailto:swanson4@fidnet.com) – Greg Swanson, Chair

Dolores County Development Corp.  
PO Box 860  
Dove Creek, CO 81328  
[www.dolorescounty.org](http://www.dolorescounty.org)  
[bc\\_signs@hotmail.com](mailto:bc_signs@hotmail.com) – Bryce Capron, Chair

Ute Mountain Ute Indian Tribe  
P.O. Box 52  
Towaoc, CO 81334  
Phone (970) 565-3751  
Fax (970) 565-7412  
[www.utemountainute.com](http://www.utemountainute.com)

Montezuma Community Economic Development Association  
c/o Cortez Chamber  
928 E. Main or PO Box 968  
Cortez, CO 81321  
Phone (970) 565-3414  
Fax (970) 565-4828  
[www.cortezchamber.com](http://www.cortezchamber.com)  
[cortezchamber@cityofcortez.com](mailto:cortezchamber@cityofcortez.com) – Dena Guttridge

La Plata Economic Development Alliance  
Roger Zalneraitis  
1150 A. Main Ave.  
Durango, CO 81301  
Phone (970) 259-1700  
Fax (970) 385-5005  
[yesLPC.com](http://yesLPC.com)  
[roger@yeslpc.com](mailto:roger@yeslpc.com)

Region 9 Economic Development District  
Ed Morlan  
259A Girard St  
Durango, CO 81303  
Phone (970) 247-9621  
FAX (970) 247-9513  
e-mail: [ed@scan.org](mailto:ed@scan.org)  
[www.scan.org](http://www.scan.org)

## Chambers of Commerce

Durango Area Tourism Office  
P.O. Box 2587  
Durango, CO 81302  
Phone (970) 247-0312  
Fax (970) 385-7884  
<http://www.durangobusiness.org>

Cortez Chamber of Commerce  
928 E. Main  
Cortez, CO 81321  
Phone (970) 565-3414  
Fax (970) 565-4828  
[www.cortezchamber.com](http://www.cortezchamber.com)  
[cortezchamber@cityofcortez.com](mailto:cortezchamber@cityofcortez.com)

Bayfield Chamber of Commerce  
P.O. Box 7  
Bayfield, CO 81122  
Phone (970) 884-6022  
Fax (970) 884-2614  
[www.bayfieldchamber.org](http://www.bayfieldchamber.org)  
[bayfieldchamber@frontier.net](mailto:bayfieldchamber@frontier.net)

Durango Chamber  
P.O. Box 2587  
Durango, CO 81302  
Phone (970) 247-0312  
Fax (970) 385-7884  
[www.durangobusiness.org](http://www.durangobusiness.org)

Mancos Valley Chamber  
P.O. Box 494  
Mancos, CO 81328  
Phone (970) 533-7070  
Fax (970) 533-7727  
[www.mancoscolorado.com](http://www.mancoscolorado.com)  
[Chamber@mancosvalley.com](mailto:Chamber@mancosvalley.com)

Dolores Chamber  
P.O. Box 602  
Dolores, CO 81323  
Phone (970) 882-7717  
Fax (970) 882-2224  
[www.doloreschamber.com](http://www.doloreschamber.com)  
[doloreschamber@centurytel.net](mailto:doloreschamber@centurytel.net)

Pagosa Chamber of Commerce  
PO Box 787  
Pagosa Springs, CO 81147  
Phone (970) 264-2360  
Fax (970) 264-4625  
[www.pagosaspringschamber.com](http://www.pagosaspringschamber.com)  
[Director@pagosachamber.com](mailto:Director@pagosachamber.com)

Ignacio Chamber of Commerce  
PO Box 1223  
Ignacio, CO 81137  
<http://ignaciochamber.org>  
[ignaciochamber@gmail.com](mailto:ignaciochamber@gmail.com)

Dove Creek Chamber of Commerce  
PO Box 111  
Dove Creek, CO 81324  
[dovecrcham@yahoo.com](mailto:dovecrcham@yahoo.com)

Silverton Chamber of Commerce  
PO Box 565  
Silverton, CO 81433  
1.800-752-4494  
[www.silvertoncolorado.com](http://www.silvertoncolorado.com)  
[info@silvertoncolorado.com](mailto:info@silvertoncolorado.com)

Vallecito Chamber of Commerce  
17252 CR 501  
Bayfield, CO 81122  
970-247-1573  
[www.vallecitolakechamber.com](http://www.vallecitolakechamber.com)  
[info@vallecitolakechamber.com](mailto:info@vallecitolakechamber.com)

**APPENDIX 7 – RESOLUTION TO ADOPT CEDS**



**REGION 9  
ECONOMIC DEVELOPMENT DISTRICT  
OF SOUTHWEST COLORADO, INC.**

**ECONOMIC DEVELOPMENT DISTRICT  
OF SOUTHWEST COLORADO**

**RESOLUTION #11-06**

**Resolution to authorize the Executive Director to submit the 2011 Comprehensive Economic Development Strategy (CEDS) to the Economic Development Administration (EDA) for review and approval.**

**WHEREAS**, the Region 9 Economic Development District of Southwest Colorado, Inc. (District) provides planning and technical assistance to communities and organizations involved with community/economic development as well as technical and financial assistance to businesses creating and retaining employment opportunities within the region; and

**WHEREAS**, the District, as a Colorado Planning and Management Region works closely with EDA to publish a Comprehensive Economic Development Strategy (CEDS) per their requirements; and

**WHEREAS**, the District Board of Directors serves as the CEDS Advisory Committee and the CEDS document is meant to be a working plan for all local governments, community entities and respective economic development organizations; and

**WHEREAS**, the purpose of the CEDS is to create direction for retaining and creating better paying jobs, fostering stable and more diversified economies, as well as maintaining and improving the quality of life in southwest Colorado, which includes the five counties of Archuleta, Dolores, La Plata, Montezuma and San Juan, plus the Southern Ute and Ute Mountain Ute Indian Tribes.

**THEREFORE, BE IT RESOLVED**, that the Board of Directors authorize the Executive Director or his designee to submit the draft CEDS for review by EDA and upon successful review and public comment, print and distribute the CEDS information throughout the region.

Approved this 21st day of July, 2011, by the Board of Directors of the Region 9 Economic Development District of Southwest Colorado, Inc.

  
\_\_\_\_\_  
Dan Fernandez, Chairperson

  
\_\_\_\_\_  
Jay Harrington, Secretary

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SERVING THE COUNTIES OF:

**ARCHULETA**

**DOLORES**

**LA PLATA**

**MONTEZUMA**

**SAN JUAN**

**SOUTHERN UTE  
INDIAN TRIBE**

**UTE MOUNTAIN UTE  
INDIAN TRIBE**

**ADMINISTRATIVE OFFICES:**

295A Girard St.  
Durango, CO 81303  
(970) 247-9621 PHONE  
(970) 247-9513 FAX  
e-mail: ed@scan.org  
www.scan.org

## BOARD OF DIRECTORS QUARTERLY MEETING

Thursday, July 21, 2011 9:30 a.m. to 1 p.m.

Kendall Mountain Lodge, Silverton

### Members Present:

Jason Wells, Town of Silverton  
Bruce Johnson, Private Sector  
Todd Starr, Archuleta County  
Rodney Class-Erickson, S. Ute Tribe  
Dan Fernandez, Private Sector  
Anthony Edwards, Private Sector  
William Tookey, San Juan County  
Bob Kunkel, City of Durango  
Ryan Mahoney, Town of Dolores  
Chris LaMay, Town of Bayfield\*\*  
Bryce Capron, Town of Dove Creek  
Slim McWilliams, Private Sector

### Guests:

Laurie Sigillito, FastSigns-Durango  
Mark Prouty, SOS Staffing-Durango  
Steve Poust, SOS Staffing-Grand Junction  
Laurel Rematore, Mesa Verde Museum Association  
Joe Keck, SBDC  
Greg Swanson, San Juan Development Association  
Pete McKay, San Juan County Commissioner

### Staff/Consultants:

Ed Morlan  
Laura Lewis Marchino  
Jenny Stollar  
Cassie Alexander  
Shirley Jones  
Terry Blair-Burton  
Kent Curtis

### Members Absent:

Wally White, La Plata County  
David Mitchem, Town of Pagosa Springs  
Balty Quintana, Town of Ignacio  
Dewayne Findley, Private Sector  
Ernie Williams, Dolores County  
Jay Harrington, City of Cortez  
Jenn Stark, Town of Rico  
Steve Chappell, Montezuma County  
Tom Yennerell, Town of Mancos

\*\*New Board Member Elected at Meeting

### I. Welcome: Greg Swanson, San Juan Development Association

Greg Swanson with San Juan Development Association opened the meeting. He welcomed the Board of Directors to Silverton, and thanked Region 9 for having their meeting at Kendall Mountain Lodge. He also expressed thanks to Region 9 for assisting them with economic development by providing low interest and low cost loans to businesses in San Juan County.

### II. Call Region 9 EDD Quarterly Meeting to Order & Introductions

The meeting was called to order at 9:36 am and introductions were made. With only 12 of 21 board members present, it was decided that the business on the agenda could be conducted, but because there was no quorum, **all action items will have to be ratified by emailing the board members that weren't present.**

### **III. Amendments to Agenda and Consent Agenda (IV.A and VI.B.3)**

Items proposed by staff for the consent agenda were: approval of Board of Directors quarterly meeting dated April 14, 2011 and Resolution #11-05 authorization to sign EDA Planning Grant for FY11-12. **Willy Tookey moved to accept the consent agenda as presented, Bob Kunkel seconded, the motion passed unanimously. No there were no additions to the agenda.**

### **IV. Board Candidate introductions & Appointments (At-large Elections planned for email ballot)\***

There are some changes in the Board of Directors membership. There are vacancies in the Ute Mountain Ute Tribe, Town of Bayfield, and three at-large positions. Also with Jay Harrington leaving his position, the Board will have Secretary and City of Cortez vacancies.

Several persons expressed interest in serving in the at-large positions and 3 of the 5 candidates attended the meeting. They were provided some time to introduce themselves and observed the meeting. Information about each of the candidates was included in the board packet.

Mark Prouty, of SOS Staffing in Durango, introduced himself and spoke about his years serving as a branch manager in Cortez and Durango, as well as providing service in other towns in Southwest Colorado. He is also actively involved with the Colorado Workforce Board and interested in assisting with economic development issues in the region. Mark also served as State Treasurer for the Colorado Mounted Rangers, and has been a local member for a number of years, as well as serving as a board member for the High Noon Rotary Club of Durango.

Laurie Sigillito, of FastSigns in Durango, introduced herself and has lived in Durango for 11 years. She and her husband have started 3 businesses, and is currently a loan client of Region 9 and has worked closely with the SBDC. She's currently an active member of the community and the La Plata Economic Alliance organization.

Laurel Rematore, of Cortez, introduced herself and is the Executive Director of the Mesa Verde Museum Association. She serves as President of the Peaks, Plateaus, and Canyons Association; an all volunteer consortium of fourteen nonprofit organizations that support public lands on the Colorado Plateau. She likes to keep informed of local business conditions, and is an active member of the Rotary Club of Dolores, as well as a recent graduate of the Leadership Montezuma (a 2 year program of the SW Community Leadership Collaborative). She enjoys the rural life, mountains and loves skiing.

The other 2 candidates, Elizabeth Salkind and Don McCandless, were not able to attend the meeting. Following the meeting, an email ballot will be distributed and the new at-large members elected will join us at the September annual meeting as voting members.

As a representative for the Town of Bayfield, Chris LaMay the new Town Manager introduced himself to the Board. He graduated from Durango High School, moved away for college, and was the Special Project Manager in Crested Butte, and the Town Manager for Elizabeth, Colorado. Chris will be joining the Board as the Town of Bayfield's representative. **Bob Kunkel moved to elect Chris LaMay to the board as the Town of Bayfield's representative, Willy Tookey seconded, the motion passed unanimously, and Chris was welcomed to the Board.**

### **V. Approval of Minutes**

A. Approval of the Board of Director's Quarterly Meeting, April 14, 2011 was included on the consent agenda.

### **VI. Reports**

#### **A. Enterprise Zone Update**

As the Southwest Enterprise Zone Administrator, Region 9 is one of the 28 designated Enterprise Zone Contribution projects. Region 9 was approved for economic development activity including the Small Business Development Center

(SBDC). Currently volunteer advisors get in-kind hours counted and 12.5% of the value, they are allowed to claim as a State Tax credit.

The Four Corners Film Office (4CFO) would like to apply for Enterprise Zone status under Region 9's umbrella, since they do not have their own non-profit status. Laura Lewis Marchino requested the board to approve an application to expand Region 9 EZ designation to include the 4CFO, as they have been incubating under Region 9 until they can be a self-sustaining non-profit organization under their own 501C3. The film office fits the criteria to be an Enterprise Zone project because they bring economic growth to the area by promoting the area and providing local services for film production crews. But, once 4CFO is independent of Region 9, they would have to reapply through the state for an EZ project designation on their own.

Questions were asked about the 4CFO's progression for success, the time frame until they are self-sufficient, interest and community support. The 4CFO has an agreement to operate under Region 9's umbrella for 3 years and are now in their first year. The philosophy behind the agreement was to grow a successful non-profit. The 4CFO has been successful in grant writing and some private sponsorships. Most recent accomplishment was a Dodge Ram commercial that was originally planning to film in Shiprock. **Willy Tookey moved for Region 9 to apply for an expansion of the Enterprise Zone project status to include the Four Corners Film Office, Ryan Mahoney seconded, and the motion passed unanimously.**

#### **B. Comprehensive Economic Development Strategy (CEDS)**

The Region 9 Board of Directors serves as the CEDS Advisory Committee and thus requests the Board to review the CEDS document and provide input. Provided in the board packets was the regional CEDS profiles for the Board's information. The regional profile will be turned in to EDA at the end of July for review, upon approval will be printed and distributed throughout the region. There will be a 60 day review period of all of the county's profiles and strategic plans on the Region 9 website, also included will be all the updated economic data and community key issues, which is different than the regional profile. The Board is asked for input, edits and comments on their specific county, also to promote this final draft to county boards.

##### **1. Governor Community Economic Development Plans**

Since the April Region 9 Board meeting, the Regional Plan for Governor Hickenlooper's State Bottom Up Economic Development Strategy has been submitted to the State, and all recommendations in the State's process were incorporated in the CEDS document. A copy of the Bottom Up regional plan was provided in the board packet, as well as a current version from the website that morning was handed out at the meeting. If Board Members have any input, Laura would be willing to send them to the State.

Laura was asked about progress on the county and town plans. She explained that CEDS is a 3 step process; Regional Profiles, Strategic Planning, and Community Development Action Plans specific projects that are developed every 2 years. Pending EDA approval on what has already been completed, the CDAP's will be concluded by the end of the year. Several new projects came out of the meeting with San Juan County that need to be added to the Strategic Plan, and Laura will be asking for additional input.

##### **2. EDA Annual Progress Report**

Included in the board packets was a copy of the annual report that was submitted to EDA. This report includes information on Region 9's scope of

work, which includes economic development, planning, and technical assistance, progress and measurements on the CEDS goals, and strategies as defined by EDA. The report contains objectives, deliverables such as continued business in loan fund, and also reported are specific issues such as infrastructure, etc. EDA funds Region 9 with \$61,000 each year.

**3. Resolution #11-05 – Authorization to sign EDA Planning Grant for FY11-12\***

Region 9 was approved for \$61,000 from EDA for their Economic Planning and Technical Assistance for FY11-12 (a \$10,000 increase from last year). **The requested action is to authorize the Executive Director to sign this contract; this action item was included in the consent agenda.**

**4. Resolution #11-06 – Authorization to Submit DRAFT CEDS to EDA\***

As a Colorado Planning and Management Region, and Economic Planning Organization under EDA, Region 9 is required to submit a Comprehensive Economic Development Strategy every five years. **Willy Tookey moved for the Board to support the submission of the draft CEDS document to EDA for review and approval, Chris LaMay seconded, and the motion passed unanimously.**

**C. Transportation Report**

Dewayne Findley, Chair of the SW Transportation Planning Commission, was not in attendance and Laura updated the board on the recent transportation activities including the search for a Region 5 District Engineer, as Richard Reynolds has retired. Laura will be attending a Transportation Planning Commission meeting, where they will be updated on the process of replacing Richard. The Commission wants to involve local partners in the application reviews, but the final decision will be made at the state level. If anyone on the Board is interested in the process, let Laura know. Other topics covered included the application for TIGER-3, and continuing budget cut-backs.

Rodney Class-Erickson, representing the Southern Ute Tribe, attended a recent State Transportation Advisory Committee (STAC) meeting in Denver, and said that the state will be receiving \$91 million dollars from the federal government. Rodney has concerns about how the funds are distributed through the state and how the funds will be utilized. Typically, the funds are distributed through the TPR's, and this region stands to get \$8 to \$9 million dollars, but state may be trying to pay an I-70 tunnel project from regional funds. Our region would like to see the money distributed through the regional TPR's and let them allocate the money for priority regional needs and projects. There needs to be equitable distribution of that money.

Laura said that the metro areas prefer using an allocation formula that calculates congestion, which doesn't benefit the rural areas. But the current allocation includes lane miles which are equitable. This region does have the largest budget in the state for maintenance, due to rock slides, avalanches, and such.

It's important to send regional people to Denver to attend STAC meetings to protect regional interests. Rodney said it's essential for rural TPR's to be supportive of each region's efforts, because there's an attempt to divert money to the I-70 corridor for traffic and tunnels, but doesn't benefit the rural TPR's. Region 5 consists of 11 counties and has three TPR's. When the region gets their allotment the three TPR chairs work together to distribute the money, and the major projects rotate through the region. Last year La Plata received funding for the project by Farmington Hill.

In regards to transit, the Southwest Colorado Transit Regional Coordinating Council (RCC) met June 27<sup>th</sup> and as part of their technical assistance grant from the Easter

Seals, held a two day training, June 1<sup>st</sup> and 2<sup>nd</sup>. The RCC also has submitted an application to CDOT for Local Coordinating Committee funds of \$13K under the umbrella of the Southwest Colorado Council of Governments. Conor Wakeman, Region 9's AmeriCorps member, provided significant support for this project. One project success is having two consolidated trainings for all of transit providers, one in August and one in October; the trainings will be in Durango hosted by Durango Transit. There will also be an additional defensive driver training. Saving providers travel expenses by not having to go to the trainings in Denver.

Dan Fernandez explained the various acronyms to the new and potential board members. Laura said that Region 9 has a list of the acronyms that she can send out.

**D. Southwest Colorado Council of Governments (SWCCOG)**

SWCCOG has completed its first year in 2010, Willy Tookey (San Juan County, Administrator) was the first Chair, Dr. Rick Smith (Town of Bayfield, Mayor) is the current Chair, and meets the group monthly, working collaboratively on regional issues that affect all the area communities, such as housing, telecommunications, and transportation. The first audit has recently been completed. The Region 9 staff continues as the administrator to the SWCCOG.

**1. Telecommunications Project**

SWCCOG applied for a grant and received \$3 million dollars with a \$1 million match to bring telecommunications to SW Colorado. Ed Morlan is the responsible administrator of the telecommunications project, and is working with Mid State Consultants, an engineering firm hired by the SWCCOG to assist with this regional project.

In April of this year, Request for Proposals (RFP) were sent out to engage local telecommunication vendors to assist with services in the various areas. Ed and Paul Recanzone, of Mid State Consultants, after evaluating all of the RFP's that were received, went to different communities across the region to make recommendations for how they should proceed. At the last SWCCOG meeting these recommendations were proposed and giving approval to move forward with the project. One contract that will be awarded to PacketRail to work with the City of Cortez and City of Durango, being the hubs for the region, needing the increased capacity to feed the rest of the region.

**E. Workforce Investment Board/Workforce Development Network**

Region 9 has led an initiative to involve more private sector businesses in the activities of the Workforce Investment Board (WIB). A Workforce Development Network (WDN) meeting is now immediately following the bi-monthly Workforce Board meeting. This way, private sector and other interested parties can participate in discussions on workforce issues and programs without committing to the bureaucracy of board meeting business. This includes the development and distribution of a newsletter to those interested in workforce issues and arranging presentation programs of interest to the private sector such as updates from the county ED groups, community trends and programs.

The Workforce Development Network was just recognized as an Innovation Award winner through the National Association of Regional Organizations (NADO). Laura will be attending their annual conference and will pick up the award. Another component is connecting businesses with students through the STEM (Science, Technology, Engineering, and Mathematics) Internship program. The STEM Internship program has also just won an Innovation Award and is a partnership with schools, Alpine Bank and other businesses to provide incentives for hiring students in STEM fields of employment. Initial seed funding for this program was through a

donation from the Marc and Jane Katz Family Fund. Region 9 has won 4 Innovation Awards, one for transportation, one for the Growth Company Initiative, plus the 2 mentioned above.

Mark Prouty explained that Federal and State do not count the people that fall off of unemployment; if they have exhausted their benefits and fall off the system, they don't get counted. There are 29,000 people in the State of Colorado that fall off unemployment benefits each month, and that number is not included in the 18% unemployment rate in the state.

**F. Four Corners Film Office (4CFO)**

The 4CFO is looking for a new board member from Montezuma County. It doesn't have to be anyone associated with government, but someone who is interested or has experience in film, or marketing. Slim McWilliams suggested Hal Sheppard, had some interest in the film office. Newest 4CFO board member is Bud Smith, of Bayfield, who is a retired stuntman and is in the Stuntmen's Hall of Fame.

4CFO has brought 4 jobs to the community for a documentary about native cultures. Native Films, a German film production company, is filming at the various cultural sites in the region, and hired 4 local crews to help with production. Also, other film production updates include the Dodge Ram commercial, and Red Bull plans on coming back to film in Silverton. There was a lot of interested drawn to Silverton Mountain, because of the snowboarder Shawn White training there.

**VII. Director's Report**

**A. Implan training Update & TA Guidelines**

Joe Keck, of the Small Business Development Center (SBDC), Donna Graves, Laura Lewis Marchino, in addition to 6 others trained on IMPLAN modeling. Trainees were from two of the economic development groups, the Town of Pagosa, Pagosa Tourism Office, SBDC business advisors also attended. Implan provides multipliers and data that calculate the impact and indirect impact of a business to an area.

Laura explained the sample guidelines (provided in the Board packet) for how Region 9 will handle requests for IMPLAN economic modeling with the other groups in the region. Region 9 reviewed this with other partners and all changes are included. If a regional company wanted to come in to see how their projected sales or number of employees would impact the area, Region 9 could help them as long as they come in prepared with some accurate numbers. Region 9 will provide up to 5 hours free for each project, but if more time is needed an estimate of time and costs would be given. Referrals will be made, where applicable, to the economic development groups that are Implan trained, and the SBDC.

**B. Office Space Update**

At the February Executive Committee meeting, staff was tasked with looking for a larger space for Region 9 offices. Region 9 is focusing on Bodo Park, Durango Tech Center and Three Springs. The goal is to stay along the highway corridor. Space in Bodo has been looked at but is not the right fit. We are working with Three Springs to explore possibilities there and Durango Tech Center also has some vacancies. Ideally this would be written into next year's budget.

There were discussions and concerns amongst the board members about purchasing versus leasing, along with the different sites that were already looked at. Some sort of budget needs to be established for office space before the upcoming Executive Committee meeting in August.

C. **Economic Developer of the Year Nominations**

Region 9 recognizes an economic developer of the year at each annual meeting. Staff has some ideas but is also requesting additional nominations from the Board. Past recipients of this award have been: Emily Meisner of Ignacio, Neal Stephens of Cortez, Pam Miles of Durango, and Laura Lewis Marchino. Staff has a couple of recommendations: Kerri Petranek of La Plata County, or Bryce Capron of Dove Creek. Staff asked the board to send nominations to Laura. **The Executive Committee will make a final decision at their August meeting.**

D. **Work Plan & Budget Development FY 11-12 Update**

Staff has begun work on next year's budget and work plan. Much of the work plan comes from the EDA Scope of Work that you will see from the distributed Progress Report (yellow handout from board packet). Laura suggests looking through the EDA Progress Report to see if the Board has anything it would like to add or change.

E. **Newsletter & Annual Report Update**

Region 9 EDD's EDA Planning Grant year ended June 30<sup>th</sup> and that is the date used to produce our Corporate Annual report. This report will be completed by the September annual meeting. Staff is also working on a fall newsletter to be completed soon. This is about 3 months behind schedule due to workload. If the Board has anyone they would like to see featured, please let Laura know.

F. **Region 9 Dues\***

Region 9 asks the board if the dues from our regional governments should be raised. Dues have remained the same for several years, but any changes need to be reflected in the budget. The dues to Region 9 are a small amount (totaling \$26,250) and shows government participation when writing grants. Region 9 needs to let the counties and towns know soon, because they are working on FY11-12 and need to know what amount is being proposed. The formula includes a base dues amount of \$350 (called "Silverton Solution"). This number is added to each jurisdiction's percent of total population in order to reach the dues amount. The same formula is being used for the TPR and SWCCOG. The population numbers were updated to reflect the 2010 Census numbers which caused the distribution between the communities to change. Final copy will be distributed at the September meeting. **It was decided collectively by the Board that the total dues amount would remain the same.**

**VIII. Financial Report**

**A. Financials through 6/31/11\***

The financial statements from October 1, 2010 to June 30, 2011 were included in the board packet. The balance sheet shows \$4,983,451 in total assets, \$796,883 in total liabilities for equity of \$4,186,568. The income statement year-to-date shows total revenue of \$1,153,866 (71.5% of budget) and expenses of \$1,261,122 (77.6% of budget) for (\$107,256) deficit of revenue over expenses. This deficit is primarily due to the loan loss expense of \$428,976 which is actually a non-cash expense; this will be explained more in the section on the Budget amendments. Slim McWilliams moved for the board to accept the quarterly financial statements, Bob Kunkel seconded, this motion passed unanimously.

Slim said he was "scared to death" by the financials and expressed concerns about his comprehension of Region 9's governmental accounting. Slim did meet with Shirley and Ed, and thanked them for their patience. He did say that he felt more comfortable with the loan loss reserves, as that was something that was discussed

at length at the prior board meeting and he feels it's more in line with what he was thinking. Also, he suggests that all of the Board members take the time to read and understand the financials. There was a proposal for the CPA's of the audit firm come to an Executive Committee meeting or the Annual Meeting to give a presentation or workshop on Region 9's accounting for the Board members.

**B. 10/11 Budget Amendments for 3rd quarter Ratification\***

Shirley Jones explained that the auditors instructed her to adjust the budget amendments quarterly. The amendments reflect where Region 9 has spent more money or had additional income, with an explanation for each adjustment. The financial statements (included in board packet dated October 1, 2010 to June 30, 2011) also reflect these budget amendments, as requested by the board at the last meeting, so the bottom line could be clear.

Jenny Stollar, Region 9 Business Loan Officer, said the auditors look at Region 9 as a governmental entity and not as a non-profit. As such, the accounting standards rule for government agencies is that they cannot be over budget for any expense, therefore requiring amendments.

A list of proposed budget amendments recommended for each fund was included in the board packet. The total amendments for all funds result in an increase of revenues by \$126,954 and increase of expenses by \$240,963 for a net decrease to the budget of \$114,009. The primary increase of expenses is the loan loss expense totaling \$131,769. This is a non-cash expense. The increase in the loan loss is primarily due to writing off several loans and downgrading two of our larger loans.

**Willy Tookey moved for the board to ratify the proposed budget amendments, Chris LaMay seconded, and the motion passed unanimously.**

**C. MIP Transition**

Shirley and Jenny attended MIP training in May to learn more specifics about the new accounting software. The conversion is taking longer than planned, but it is moving along. Currently, QuickBooks has been uploaded to MIP through the end of May. Shirley and Jenny will complete additional training in MIP using Region 9 data and hopefully go live August 1<sup>st</sup>.

Shirley explained that the plan is when MIP goes live, the financials from June 1<sup>st</sup> to date will be imported from QuickBooks to MIP, but to still use QuickBooks along side of MIP during the months of August and September. By using both accounting systems, it will ensure that if a glitch occurs no financial data will be lost. The MIP people in Denver she's been working with seem to think that all of the transaction details will be uploaded and the auditors will be able to audit the books from the new accounting software. One feature of MIP is that reports can be run against the original budgets, as well as the quarter amendments which QuickBooks does not have that ability. Jenny says that MIP should fix the issues they have encountered with QuickBooks with the fund accounting.

**IX. Business Loan Fund**

**A. Portfolio & Delinquency Report**

Region 9's most recent Loan Portfolio & Delinquency Report was included in the board packet. The report shows our portfolio with 129 loans totaling approximately \$4.6 million. There is approximately \$170,000 left to draw down from the RMAP funding, and \$250,000 of IRP #4 funds. Our new CDBG Contract #6 has about \$659,000 left to draw.

**Report on new loans made.**

New loans approved since the last Board meeting are:

<b>Company</b>	<b>County</b>	<b>Amount</b>
<b>Venture Snowboards</b>	<b>San Juan</b>	<b>\$ 50,000</b>
<b>Hermosa Iron Works</b>	<b>La Plata</b>	<b>\$110,000</b>
<b><u>Desert Sun Coffee Roasters</u></b>	<b>La Plata</b>	<b><u>\$ 75,000</u></b>
<b>Total</b>		<b>\$235,000</b>

Jenny spoke about what changed on the portfolio and delinquency report. For a 7 year historical loss, the State wants to see less than 10%, and Region 9 comes out to 5.3%, with 2009 and 2010 being the biggest loss with 2 large loans. She revised the aging section percentage of portfolio delinquency that is 0-30, 31-60, 61-90, and over 90 days late. Due to recent changes in the loan policy, "Net Borrowed Funds" was added and is not to exceed 20% of Region 9's portfolio, and is currently at 18%.

**B. Allowance for Loan Loss Adjustment Ratification\***

The recommended allowance for loan loss was included in the board packet. Staff went through and graded each loan in portfolio based on likelihood of loss. This is a noncash transaction on the balance sheet to accurately representation of Region 9 notes receivable. Region 9 is participating in the Colorado Credit Reserve where a percentage of each loan borrower's fees are put in the account. All of Region 9's new loans are registered and matched; creating a cash reserve that gets credited in the allowance. The total adjustment of the allowance was to increase it by \$38,662.56. Remembering that the adjustment has already been made in the financial statements, staff is requesting the Board to ratify this adjustment. **Willy Tookey moved to ratify the Loan Loss Adjustment made by staff, Bruce seconded, and the motion passed unanimously.**

**C. Loan Write Off Ratification\***

A memo containing information on two loans the staff has written off per Loan Committee approval was included in the board packet. The Loan Committee approved the write-off at their June 1, 2011 meeting for Country Hearth and Home and Cake Cafe. To date this fiscal year Region 9 has written off 4 loans totaling approximately \$135,000, representing 3% of the portfolio. Due to the new write off procedure based on last year's audit, staff is writing off notes that are determined uncollectable, although collection attempts will still be made when appropriate on written off loans. **Slim McWilliams moved to ratify the Loan Write-offs made by staff and the loan committee, Bryce Capron seconded, and the motion passed unanimously.**

**D. Quarterly Loan Compliance Review: Kent Curtis**

The most recent letter from Kent Curtis regarding Region 9's Quarterly Loan File Review of the Community Development Block Grant (CDBG) files was included in board packet. Kent is contracted by Region 9 to review the loan portfolio, check proper documentation as per CDBG requirements, monitor operating procedures, as well as provide technical assistance. After his quarterly review, he found Region 9 to be in compliance, and that the Portfol software was tracking deadlines for job creation forms.

**E. CDBG Monitoring Visit**

Bob Todd, Manager of the Business Loan Fund Program at OEDIT, and Becky Murray, an employee of DoLA, were at the Region 9 offices on June 30, 2011 monitoring the files for CDBG Contract #5. They indicated verbally that the files looked good.

Also, Region 9 is on the La Plata County agenda for August 9, 2011 to have the project completion report signed, and hold a public hearing for the project close-out. These are the last steps needed to have contract CDBG #5 officially closed out by the end of the fiscal year.

**X. New Business**

**A. Service First Letter Request\*: Willy Tookey**

Willy requested the Board to write a letter urging the federal government NOT to separate the BLM and Forest Service agencies dual designation. He felt there will be a decrease in services or increase in costs by separating the agencies. Joe Keck did add that it would have a fiscal impact small business in the region, and that it's a bad time to divide the offices.

Dan Fernandez asked the Region 9 staff to draft a letter to our elected delegation to reconsider separating the agencies.

**B. Announcements**

Region 9 Board had a card and plaque to present to Jay Harrington.

**C. Annual meeting Sept. 22<sup>nd</sup> (or change) Presentation?**

David Mitchem, Town of Pagosa representative, has a difficult time making the Board meetings on the 3<sup>rd</sup> Thursday of the month, as he has a town board meeting on that same day. He would like the Board to consider a different day for future meetings.

**D. XC meeting August 10, 2011 11:00am – Kennebec Cafe**

**Bryce Capron moved to adjourned for lunch at 12:14 pm, Anthony seconded, and the motion passed unanimously.**

**Action Items\***

**Minutes by Terry Blair-Burton**