

# EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

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COLORADO'S CENTRAL PLAINS

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## EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES September 7, 2016

### Call to Order

Chairman Nancy Bopenhagen called the September 7, 2016, meeting of the ECCOG Board of Directors to order at 7:08 PM at the Hub City Senior Center in Limon. In addition to Chairman Nancy Bopenhagen, Board members present included: Gary Beedy, Julie Coonts, Linda Corbin, Monica Halde, Dave Hornung, Greg King, Don Means, Valerie Rhoades, and Larry Ross. Staff members present included: Jo Downey, ECCOG Executive Director; Candace Payne, Special Projects Director/PDC Administrator; Terry Baylie, Senior and Transit Services Director; and Dora King, the director-in-training for Senior and Transit Services. Board members Hal McNerney and Maarten van Zoeren were unable to attend. Troy McCue arrived at 7:40PM.

### Pledge of Allegiance

Linda Corbin led the group in the pledge of allegiance at Chairman Bopenhagen's request.

### Introduction of Board Members and Guests

Terry Baylie introduced Dora King as the recently hired trainee for the Senior and Transit Service Director position. Dora is originally from Bethune and has moved back to the area from the western slope. Chairman Bopenhagen welcomed Dora to the meeting and to the ECCOG staff. Individual introductions were then made by those in attendance.

### Approval of June 1, 2016 Minutes

Chairman Bopenhagen asked the Board to consider the Minutes of the June 1, 2016 meeting. Greg King made a motion to approve the June 1, 2016 meeting Minutes. Motion was seconded by Dave Hornung and carried unanimously.

### Financial Report

Note: The July 6, 2016 Financial Report and the June payroll of \$27,388.22 and bills totaling \$63,384.70 plus \$1,110.05 in debit card transactions were approved by mail ballot in July. The August 3, 2016 Financial Report and the July payroll of \$28,135.49 and bills totaling \$51,429.64 plus \$393.75 in debit card transactions were approved by mail ballot in August.

The Board reviewed the September 7, 2016 Financial Report presented at the meeting. The August payroll of \$28,726.07 and bills totaling \$78,381.69 plus \$1,829.87 in debit card transactions were reviewed. Greg King made a motion to accept the Financial Report for filing and approved payment of payroll and the bills. Julie Coonts seconded the motion, which carried unanimously.

### Broadband Plan Update

Jo Downey reported the Broadband consultant, Paul Recanzone, is scheduling stakeholder interviews in Elbert and Lincoln Counties again due to Mid-State's staff changes and loss of data from the initial interviews. Paul

Recanzone will visit the region this month to complete these on-site interviews. Until the interviews are complete and the data is compiled, minimal work is being performed on the new educational website. Downey also reported that the cell phone mapping survey previously completed did not provide the detail that was anticipated. Therefore, ECCOG will not be billed for it and the change order to the original contract will be voided by Mid-State. Once the additional interviews have been completed and the information from those made available, the earlier draft plan will be finalized and reviewed by the Broadband Steering Committee after which a final draft will be presented to the ECCOG Board for consideration of adoption. Staff will continue to monitor progress and work on web site development.

### **Speak Out 2016**

Included in the Board packets were the agenda and registration form for Speak Out to be held in Burlington. Plans for the event are nearing completion...all that's left is the paperwork! The conference packets will soon be compiled. Terry Baylie reported the Colorado Commission on Aging plans to hold their October meeting in conjunction with Speak-Out and will be attending most of the planned events. Dora King and Terry Baylie will meet with the Commission members early on Thursday morning to discuss our agency and services. Terry extended an invitation to ECCOG Board members to attend any portion or all of the conference and to register through Terry.

### **Summer Marketing/Our Journey**

Distributed at the meeting was a summary report from Danielle Dascalos of the 2016 public relations/marketing efforts promoting the summer heritage tourism sites and events in the four-county region. A copy of her report is attached to the official file copy of these minutes. Persons are encouraged to learn more about the historical sites, attractions and upcoming events by going to [www.ourjourney.info](http://www.ourjourney.info). Jo reported that fewer mailed OJ packets are requested each year and electronic access has increased our website hits as recently shown on Google Analytics for the Our Journey website.

### **Other**

There was no other old business brought forward.

### **NEW BUSINESS:**

#### **Enterprise Zone Tax Credit Summary**

Jo Downey briefed the Board on the State Income Tax credits certified by ECCOG in each of the four counties from January 1 through August 26 of this year. A summary report of the credit activity had been included in the Board mailing and a copy is attached to the official file copy of these minutes. Total credits certified by ECCOG during the first eight months of 2016 totaled \$8,041,874. There were 306 filers. Downey said that as in the past, the greatest number of filers are from Kit Carson County and the tax credit most claimed is the ITC (Investment Tax Credit). As in the past five years, the dollar value of the credits is particularly high due to renewable energy investments (wind farms). ECCOG receives an administrative grant of \$20,900 for overseeing the Enterprise Zone program. This grant is matched by an equal amount. Each county contributes \$3,500 and the larger communities contribute a combined total of \$6,000. The balance comes from the COG general fund or a contribution from Prairie Development. Downey said that the requests for the match for 2016 will be mailed by the end of September.

(Troy McCue arrival noted for the record)

#### **2017 ECCOG County and Municipal Contributions**

Board packets included a table outlining the 2017 ECCOG local government contributions to the overall operating/program COG budget for 2017. These local dollars leverage a minimum of 11 to one in other funds. Staff summarized the methodology used to determine the amounts. Each county contributes a base amount of \$10,000

plus an additional amount ranging from \$2,000 to \$8,000 depending on total county population. Each municipality contributes \$1.75 per capita. Population counts from the State Demographer are always from the previous July 1 and as final counts are not available until November, ECCOG uses the preliminary population numbers released by the State in May. Notices of the 2017 amounts have been mailed to the four counties and fifteen municipalities as all local governments begin their budget process for the coming year by late summer. A copy of the 2017 contribution schedule is attached to the official file copy of these minutes.

#### **Project Help MATE report**

Included in the Board packets was a summary report for Project Help MATE for the fiscal year beginning in July. Terry reviewed the report, explaining that all of the one-time only Homestead funding has been spent and that we are now spending down the state funding. A total of 15 clients have received assistance, averaging \$1,010 per person. A copy of the report is included in the official file copy of these minutes.

#### **Project Smile Banking Resolution**

Included in the Board packets was a resolution for the Bank of Burlington to change signatures for the Project SMILE account. Terry explained that this is necessary to remove Terry from the account and add Debby Conrads. All of the other Project SMILE accounts have been changed to Debby Conrads and Angela Brinkhoff. Terry asked the Board to approve this resolution for submission to the Bank of Burlington. Dave Hornung moved to approve and submit the resolution; motion was seconded by Gary Beedy and carried unanimously.

#### **ECCOG Organization Chart Revisions**

A revised ECCOG organization chart was reviewed during the meeting as staff changes are scheduled for January 2017. Jo Downey discussed the revisions and stated that this organization chart would need to be changed again for 2018. Jo stated that as she was only in the Stratton office a very limited amount of time and would be there even less time in 2017, the day to day operations and staff supervision needed to be assigned to the Deputy Director...with only the Deputy and the Fiscal Officer reporting directly to Jo in 2017. Though Candi would not officially be Deputy Director until January 1, Jo asked that the organization changes become effective immediately. After Downey's retirement at the end of 2017, the chart would again need to be revised. Candace Payne would move to the Executive Director position and the Deputy Director position may be left unfilled...replaced by either reinstating the Special Projects Director position (thus eliminating the Special Projects Assistant position) or assigning additional responsibilities to the Special Projects Assistant. Hearing no objection, the changes are effective immediately.

#### **2017 ECCOG Budget and Board Member Appointment Time Frames**

Jo Downey outlined the process and time frame for developing and approving the overall 2017 ECCOG Budget. First reading of the budget will be in November. If changes /additions/deletions are necessary, the final reading will be at the January 4, 2017 meeting.

Jo Downey stated that the process to select the 2017 ECCOG Board Members will begin in October. Nomination forms are sent to each municipality. Each town/city has the option to nominate either its mayor or a councilman/trustee. If there is more than one nominee per county, then a ballot is sent to those municipalities in late November. Each town has one vote. In the case of a tie, the County Commission will decide who represents the towns/cities in their respective county. The four County Commission representatives are selected at each county's reorganizational meeting in January. Each county's Economic Development Board Member is also selected at the county reorganization meeting. The thirteenth ECCOG Board "At Large" member is appointed by the Prairie Development Corporation. The January ECCOG meeting will be the last meeting of the 2016 Board to close out the previous year's business. The first meeting of the 2017 Board will be February 1, 2017.

#### **State Policy Changes for Enterprise Zone Contribution Tax Credit Projects**

The State Economic Development Commission is currently reviewing the existing policies for the Enterprise Zone Contribution Projects. It is anticipated that revised policies will be in place before the end of the 2016 calendar year. Staff discussed possible potential changes and the importance of increasing the activity of the nineteen projects currently approved in the East Central Enterprise Zone. Once new policies/guidelines are in place, staff will meet collectively and/or individually with each of the current projects emphasizing the “use it or lose it” condition. Thus far in 2016, eleven of the nineteen projects have received total contributions of \$67,022. Jo Downey stated that was an encouraging number as December is usually the month when most of the contributions are made.

#### **Next Two Meeting Dates/Locations**

The November 2<sup>nd</sup> meeting will be held in Stratton at the Claremont Inn. Board members may bring a dinner guest at their expense of \$55. Those traveling more than 100 miles to Stratton may also reserve an overnight room at COG’s expense.

The last meeting of the current Board will be January 4, 2017 to close out 2016 ECCOG business. There will not be a meeting in December. The January meeting may be conducted as a teleconference call if the Board desires. If necessary, special tele-conference meetings may also be called at any time by Chairman Nancy Bogenhagen.

#### **Other**

Greg King mentioned the Round House in Hugo will receive a \$200,000 grant from the State Historical Fund for additional restoration work. They continue to apply for other funds from various sources as well.

Valerie Rhoades reported Morgan Community College was named the number one community college in Colorado by the Denver Business Journal. MCC also was recognized as a “Great College to Work For” for its sixth consecutive year. President Hart has resigned so MCC will begin searching for a new leader.

Troy McCue reported the Genoa Tower has been purchased and may apply for Colorado Endangered Places status and possibly a space for artists like “Space to Create” or as a Creative District. Phase I & II Environmental Reviews have been completed as well.

#### **Adjournment**

Meeting declared adjourned at 8:07 PM.