

# 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 MARCH 1, 2017

### **Call to Order**

Chairman Nancy Bopenhagen called the March 1, 2017, meeting of the ECCOG Board of Directors to order at 7:37PM. Board members attending included: Nancy Bopenhagen, Steve Burgess, Linda Corbin, Monica Halde, Dave Hornung, Hal McNerney, Don Means, Valerie Rhoades and Chris Richardson. Staff members present included: Jo Downey, ECCOG Executive Director; Candace Payne, ECCOG Deputy Director/PDC Administrator; and Dora King, Senior and Transit Services Director. Board members Julie Coonts and Troy McCue were unable to attend. The Elbert County Municipal COG Board seat is currently unfilled. Staff stated that the three incorporated communities in Elbert County are in the process of determining whether to submit the name of a nominee for that position.

### **Introduction of Board Members and Guests**

These introductions were dispensed with due to the detailed introductions during the re-organization meeting held earlier this evening.

### **Approval of January 4, 2017 Minutes**

There were no additions or corrections to the Minutes of the January 4, 2017 meeting. Dave Hornung made a motion to approve the Minutes as presented. Motion was seconded by Hal McNerney and carried unanimously.

### **Financial Report and Approval of Bills**

Note: The February 1, 2017 Financial Report and the January payroll of \$25,415.13 and bills totaling \$55,998.06 plus \$939.49 in debit card transactions were approved by mail ballot in February.

The Board reviewed the March 1, 2017 Financial Report and the February payroll of \$27,210.90 and bills totaling \$52,226.52 plus debit card transactions of \$1,382.93. Gary Beedy made a motion to accept the Financial Report for filing and to ratify payment of payroll and the bills. Dave Hornung seconded the motion, which carried unanimously.

### **UNFINISHED BUSINESS:**

#### **Broadband Plan Status**

Jo Downey reported Paul Recanzone from Mid-State Consultants was incorporating suggested minor changes into the East Central Council of Government's Broadband Plan. The final draft will be presented to the ECCOG Board for adoption possibly at the April meeting. The next phase will be the educational component...providing information to the citizens and businesses in the four county

ECCOG Region as to the importance of Broadband and the difference between Broadband and internet services obtained through smart phones. The educational piece may include a broadband website, social media presence, print materials and other resources to improve the user knowledge and relay the importance of faster connectivity to regional residents and businesses. Once the Plan has been received from Mid-State, it will be shared in digital or printed format.

#### **Title VI Plan: FTA/CDOT**

As a direct recipient of funding from the Federal Transit Administration (FTA), The Colorado Department of Transportation is required to ensure that grant partners (which includes the East Central Council of Local Governments) receiving federal assistance have Title VI plans that meet requirements of FTA Circular 4702.1B "Title VI Requirements and Guidelines for Federal Transit Administration Recipients." This includes insuring that knowledge and access to transit services are made available to all populations including publicizing information on the Outback Express Transit service in Spanish. Copies of the plan were mailed/emailed to the Board in mid-February. Area Agency on Aging Director Dora King lead discussion of the work she had completed on the Title VI document. She stated that the plan was submitted to CDOT in January. An approval letter from CDOT has been received contingent on the COG Board's approval. Dora fielded questions from the board. Dave Hornung made a motion to approve the Title VI Plan as submitted to CDOT. Gary Beedy seconded the motion, which passed unanimously.

#### **Enterprise Zone Contribution Projects Update**

ECCOG Executive Director Jo Downey briefed the Board on the latest status of the proposed Enterprise Zone Contribution Project Policies that have yet to be adopted by the State Economic Development Commission. It could be that the expiration dates of certain projects will be pushed back by as much as a year, but as of the night of the ECCOG meeting, no extension decision had been announced by the Governor's Office of Economic Development and International Trade. ECCOG has 19 approved projects and under the current proposed policies, six are scheduled to expire at the end of 2017. Each may reapply if so desired but must complete an entirely new application and any eventual designation by the State would be for only five years. Regardless, each of the nineteen current projects must receive a contribution (minimum contribution is recommended to be \$250) from at least five different contributors annually (beginning in 2017) or receive a minimum of a total of \$5,000 from one to four contributors. If one of the two thresholds is not met, then the State will assume that the project no longer needs Enterprise Zone Contribution Status.

#### **State Unit on Aging SFY16 Compliance Issues**

Area Agency on Aging Director Dora King reported that she and Debby Conrads continue to work on compliance issues from the 2016 onsite audit conducted by the State Unit on Aging. A procedural change for the Safe Cash accounting practices for Meals on Wheels (home delivered meals) was required. Dora explained the new process includes ECCOG providing a monthly invoice and SASE to the person receiving the meals with instructions that the person may return a voluntary donation via private mail (which protects the person's privacy and gives the person anonymity). Dora further explained that handing cash to the driver delivering the meals was not acceptable. This new procedure is required to be deemed "in compliance" with the State Unit on Aging. Discussion then took place relating to potential additional expenses and staff work as well as confusion for the senior person receiving the meals. This led to Dave Hornung making a motion that COG staff keep the current procedures in place until a conversation regarding the changes and any potential for a waiver be held with state staff. Monica Halde seconded the motion, which passed unanimously.

## **Other**

There was no other old business brought forward.

## **NEW BUSINESS:**

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

ECCOG Executive Director Jo Downey briefed the Board on the 2016 EZ Certification Tax Credit Report for the ECCOG Region that was included with Board materials and mailed earlier. Three hundred forty-seven businesses claimed credits totaling \$8,267,167. This was \$2,000,000 less than 2015. The large credit number for both 2015 and 2016 is due principally to the construction of the wind farms (2015 in Lincoln County and 2016 in Kit Carson County). Total Investment Tax Credit Capital qualifying for the 3% ITC for the region in 2016 was \$273,506,615. Qualified Renewable Energy Investment in the Region in 2016 was \$228,378,674 of the total. Also in the packet is a summary of the total credits by county by year since 2005. A copy of the two reports are attached to the official file copy of these minutes.

### **Memoranda of Understanding: Peak Vista**

Dora presented a Memoranda of Understanding between ECCOG and Peak Vista Health Center that would allow Peak Vista to perform third party billing with the Agency, thus allowing more seniors to seek services through the HelpMATE Program. The MOU would allow Peak Vista and the Agency to share client information regarding services and cost for those services. Peak Vista has three medical offices in Region V located in Flagler, Limon, and Kiowa. Peak Vista also provides dental services. Steve Burgess made a motion to allow Region V Area Agency on Aging to execute an MOU with Peak Vista. Hal McNerney seconded the motion. A unanimous ballot was cast in favor of the motion.

### **2017 Events Guide/Summer Tourism Promotion**

Jo Downey briefed the Board on the work program/tasks for the upcoming Heritage Tourism travel season, including the area's 2017 Events Guide. Event submittal forms have been sent to interested parties/former contributors. This mailing list was given to the Board Members for additional input. The form may be duplicated. Each event/activity needs to be submitted on a separate form. Copies of the 2017 cover graphics for the Fun Fairs and Festival Events Guide and the Places brochures were also reviewed. The golf tournaments for the Region will not be included in the Events Guide this year but will be posted on the Our Journey website. Jo said that so many of the tournament organizers did not firm up the dates for various golf events until after the printed Events Guide had gone to press. The courses and the contacts for the courses will still be listed in the printed guide. It is anticipated to have the guides ready for distribution by May 1 or shortly thereafter.

### **Certifications and Assurances: FTA/CDOT**

Federal Transit Administration/Colorado Department of Transportation Certifications and Assurances are another aspect of the 5311 Transit Grant process. These "assure" the FTA and CDOT that ECCOG will submit documents as necessary as part of the 5311 Grant agreement. Dora presented to the Board the Certifications and Assurances that were selected for this grant year. She stated that they are the same as in the past year with the exception of the Tribal Transit Program assurance that deals with public transportation on Indian Reservations Program which was marked in error previously. Hal McNerney made a motion to accept these Certifications and Assurances as presented. Dave Hornung seconded the

motion which passed unanimously. A copy of these Certifications and Assurances are attached to the official file copy of these minutes.

#### **Appointment of Prairie Development At-Large Board Member for 2017-2018**

Niccie Tanner of Stratton has been recommended by the Prairie Development Board of Directors to serve as the At-Large PDC board member. Candace explained Mrs. Tanner is a Stratton business owner and longtime resident of the community. Niccie is willing to serve in the position vacated by Dana Siekman in 2016. PDC has a governing board of nine members. Each of the four counties appointed two members and the Council of Governments appoints the ninth person. Dave Hornung made a motion to appoint Niccie Tanner to the PDC Board for 2017 and 2018 as the At-Large member effective immediately. Hal McNerney then seconded the motion. Motion passed unanimously.

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

The Board decided to meet on April 5<sup>th</sup> as a teleconference. There will not be a May 2017 meeting. Jo reminded the Board that special tele-conference meetings may also be called at any time by the chairman. All teleconference meetings also have a physical location so that interested citizens can attend. Board members can also choose to go to the physical location rather than participate via phone. The next in-person meeting will be held June 7<sup>th</sup> at a location to be determined.

#### **Other**

No other items were brought forth.

#### **Adjournment**

Meeting declared adjourned at 8:55 PM.