

# EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

COLORADO'S CENTRAL PLAINS



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## EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES NOVEMBER 4, 2020

### Call to Order

Chairman Valerie Rhoades called the November 4, 2020 teleconference meeting of the ECCOG Board of Directors to order at 7:00 PM. Attendees included: Chairman Valerie Rhoades, Steve Burgess, Ben Ferree, Dave Hornung, Troy McCue, Melody McKinsey, Chris Richardson, Troy Schultz and Ron Smith. ECCOG Executive Director Candace Payne and Senior & Transit Services (STS) Director Debby Conrads were on the call. Rhonda Brown and Scott Wills were unable to attend. Cheyenne County and Elbert County municipal positions are vacant at this time.

### Roll Call/Introductions

Roll was called by Executive Director Candace Payne.

### Approval of August 5, 2020 Meeting Minutes

Chairman Valerie Rhoades requested additions or corrections to the Minutes of August 5, 2020. A motion was made by Steve Burgess to approve the Minutes as presented. Dave Hornung seconded this motion, which passed unanimously.

### Financial Report – November 4, 2020

*Financial Reports for September 2 and October 7, 2020 were approved by mail ballot.* The November 4, 2020 Financial Report was emailed prior to the meeting. ECCOG Executive Director Candace Payne and Senior & Transit Services (STS) Director Debby Conrads reviewed the fund balance report and debit cards purchases with the board. There being no concerns with the report, Dave Hornung made a motion to accept the financial report for filing. This motion was seconded by Chris Richardson and passed unanimously.

### Approval of Bills and Payroll – October 30, 2020

*August payroll of \$32,518.04; bills of \$57,885.71; and debit card purchases of \$3,357.54 were approved by mail ballot in September. September payroll of \$33,687.36; bills of \$58,469.86; and debit card purchases of \$217.58 were approved by mail ballot in October.* October payroll of \$32,843.78 and bills of \$66,908.82 and debit card purchases of \$229.09 were reviewed. Bills to be paid included the typical monthly bills, Enterprise Zone contributions, HelpMATE provider payments, and grocery purchases for meals. Dave Hornung made a motion to approve payment of the bills and payroll. Chris Richardson seconded the motion. Motion passed unanimously.

### UNFINISHED BUSINESS:

#### 2021 Board Members

A review of the nomination process was given by ECCOG Executive Director Candace Payne. Nomination forms have been provided to the municipalities which are due November 23, 2020. If more than one nomination is received in a county, a runoff ballot will be provided to the municipalities to select the director to serve in 2021. Those runoff ballots would be needed by December 28<sup>th</sup>. The first meeting of new board members is scheduled for March 3, 2021. Congratulations were voiced to Dave Hornung and Chris Richardson who were re-elected to their county commission.

#### 2020 Enterprise Zone

ECCOG Executive Director Candace Payne reported Limon Heritage Society was approved as a new contribution project in September and may now promote their project. At this time, nine active projects are operation in the region including: Lincoln County EDC, Limon Heritage Society, Burlington Economic Development, Community Growth Alliance, Inc.; Elbert County Historical Society & Museum, Pines and Plains Libraries, City of Burlington Old Town Museum Complex, Limon Area Fire Protection District Improvements, and Your Community Foundation. Limon Fire and Your Community Foundation will end on December 31, 2020 at their project manager's request. These two projects have not received contributions to stay active and

would be eligible to apply in the future. Four projects had end date extensions to 2021 which were Burlington ED, Community Growth Alliance, Elbert County Historical Society and City of Burlington Old Town.

### **Staffing News**

Senior & Transit Services (STS) Director Debby Conrads updated the board on current activity which included the hiring of a senior center coordinator for Elizabeth. The new staff member, Linda, is expected to start work in mid-November. Bus drivers are still needed in Flagler and Lincoln County. Executive Director Candace Payne reported three people expressed interest in the Stratton office position. This position is to assist the STS Director as she prepares to retire in 2021. One resume has been received and interviews will be planned soon.

### **CDBG Amendment**

The Community Development Block Grant extension of the end date from November 2020 to November 2022 and the amendment to add funds to the Business Assistance and Admin Support are at the state office. Executive Director Candace Payne explained a current loan application would use most funds available now, so this amendment is needed to current to offer CDBG funds across the four counties without starting a new application and its lengthy process.

### **NEW BUSINESS:**

#### **Energize Colorado Gap Fund**

Executive Director Candace Payne shared the good news of the Energize Colorado Gap Fund provided by Prairie Development Corporation in partnership with Colorado Housing and Finance Authority (CHFA). The four counties had 28 applications of which \$75,000 was available for distribution to qualified entities. The funds were appreciated by the recipients and another round is in process now. Round Two funds have not been allocated yet but another 20 plus applications have been assigned to our region. Over 3,000 applications were received statewide and only 25% of them may receive an award. Three staff members have been involved in the processing of applications.

#### **Employee Health Insurance Premium**

Executive Director Candace Payne presented a request to increase the ECCOG paid portion of health insurance premiums for the full-time employees. If approved, the current approved monthly paid amount of \$656 would increase to \$669. Planning for six employees to have coverage through ECCOG on the least expensive plan would require an annual cost increase of \$936. Dave Hornung made a motion to increase the monthly premium payment by \$13 for the full-time staff effective with the January 2021 premium payment. Steve Burgess seconded the motion. Motion passed unanimously.

#### **2021 Dues and Contributions Chart**

The 2021 Contribution (Dues) Chart was included in the board packet for approval consideration. Executive Director Candace Payne stated a preliminary copy was provided to each county and municipality with their fourth quarter due invoice for planning purposes. Based on the population estimates from the state demography office in early fall, the dues will increase \$388 over Year 2020. The county revenue had no change and only marginal changes were shown in the municipality portion. Steve Burgess made a motion to approve the 2021 Contribution (Dues) Chart as presented. Chris Richardson seconded the motion, which was unanimously approved.

#### **TravelStorys Report**

Included in the board packet was a report from TravelStorys showing 358 downloads of our tour from June through September. Popular download dates were from Thursday to Saturday. Our tour's final phase should be active before year end 2020 if all plans continue considering COVID and staff schedules.

#### **2021 Budget**

The 2021 ECCOG Budget was provided showing total revenue of \$1,522,802. Overall, the budget increased approximately \$122,000 over 2020. The new Economic Development Administration Economic Adjustment funds added \$75,000 to our budget for work related to the CEDS and resiliency plan as explained by Executive Director Candace Payne. Three part-time staff salaries should be increased while two other part-time positions need split out as two senior coordinators no longer drive for Outback Express services. Verification will be made to address the insurance premium increase approved at this meeting as suggested by Ben Ferree. Dave Hornung made the motion to approve the 2021 Budget as presented with the changes as explained. Chris Richardson seconded the motion. With no further discussion, a unanimous vote was cast to approve the budget.

#### **CDOT CARES Act Funds**

Senior & Transit Services (STS) Director Debby Conrads stated CDOT CARES Act funds have been used. Phase II funds include \$9,000 for administration and \$20,057 for operation are expected for 2021.

**Other**

Updates from across the region~

Troy McCue reported Limon anticipates Opportunity Zone investments in a housing project.

Steve Burgess reported the Arriba wind farm is progressing but awaiting the finance company's signature.

Valerie Rhoades stated today the Limon Morgan Community College interviewed candidates to replace the former director. The interview included Troy McCue and other community members for the first time.

**Next Meeting Dates/Locations**

Dec 2- Mail ballot

~For Planning Purposes Only~

Jan 6 – Teleconference or in-person at Stratton's Claremont Inn

Feb 3 – Last mail ballot for directors going off the board

Mar 3 – In-person in Limon or Stratton with the newest board members

**Adjournment**

Chairman Valerie Rhoades entertained a motion from Melody McKinsey to adjourn the meeting. Troy McCue seconded the motion which passed. Meeting adjourned at 8:22PM.

*All handouts and reports are retained in the permanent file of ECCOG Board meetings.*