



AGENDA

Thursday, December 01, 2022
 CONFERENCE CALL ONLY—NO IN-PERSON
 FOUNDATION 10:00 a.m. – 10:05 a.m.
 NWCCOG (NLF) 10:06 a.m. – 12 p.m.
 EDD 12:30 p.m. – 2:30 p.m.

VIDEO & PHONE CONFERENCE INFORMATION

Join Zoom Meeting
<https://us06web.zoom.us/j/88166216134?pwd=MFB0Z2VRVEpHSXhYZHRubVRXc3poZz09>
 Meeting ID: 881 6621 6134
 Passcode: 119033

NWCCOG FOUNDATION BOARD MEETING

<i>The Foundation is a nonprofit department of NWCCOG designed to accept donations for local projects. The Foundation</i>			
<i>Board meets December of every year. The Foundation Board is the NWCCOG Executive Committee.</i>			
10:00 a.m.	1.	Call to Order – NWCCOG Council Chair, Alyssa Shenk	
	2.	Determination of Quorum	
	*3.	ACTION FOUNDATION: Minutes of December 2021 Foundation Board Meeting	Pg. 3
	*4.	ACTION FOUNDATION: Approve 2023 NWCCOG Foundation Budget (Pg. 25 of Budget) - See NWCCOG Website: https://www.nwccog.org/about/people/our-council/council-resources/	NWCCOG Website
10:05 a.m.	*5.	Adjourn NWCCOG Foundation Board Meeting	

NWCCOG COUNCIL MEETING

10:06 a.m.	1.	Call to Order – NWCCOG Council Chair, Alyssa Shenk	
	2.	Roll Call and Determination of Quorum	
	*3.	ACTION COG: Minutes of October 2022 Council Meeting	Pgs. 4-7
	*4.	ACTION COG: Re-approval of NWCCOG Policies with minor or no changes - Letters of Support Policy - Job Posting Policy - Background Check Investigation Policy - CORA Policy - Record Retention Policy	Pgs. 8-15
	5.	UPDATE COG: Chair report from Executive Director Performance Review	
	*6.	ACTION COG: There are no NWCCOG financials this meeting – Bill Schedule to be approved by council - NWCCOG – List of Payments	Pgs. 16-26
	7.	UPDATE NLF: NLF Report Documents are for review only - Documents are for review, not approval - Northwest Loan Fund – Risk Ratings - Northwest Loan Fund – Portfolio Summary - Loan Policy Excerpt as reference for Risk Ratings	Pgs. 27-35
	*8.	ACTION COG: Approval of proposed 2023 Budget - Memo - <i>Motion: I move to approve the 2023 Budget and Revised 2022 Budget with changes noted in Memo as presented as well as the updated Wage Ranges...</i> - See NWCCOG Website: https://www.nwccog.org/about/people/our-council/council-resources/	Pgs. 36-39 NWCCOG Website
	*9.	ACTION COG: 2023 NWCCOG Employee Handbook and Policies with changes - Policies reviewed on three-year cycle - Policies with no change or minor edits approved by Consent (above) - Policies with significant change or new policies reviewed with redline at January	NWCCOG Website

		Meeting - Employee Handbook updated at least every other year- markup shown. See NWCCOG Website: https://www.nwccog.org/about/people/our-council/council-resources/	
	*10.	ACTION COG: Employee Bonus Policy - Policy discussed at October meeting, edited by Alyssa for approval - <i>Motion: I move to approve the Employee Bonus Policy as presented...</i>	Pg.40
	*11.	ACTION COG: Elected Officials Training and Mental Health Project	Pg. 41
	12.	UPDATE COG: FAMLI Update – Memo - Council voted in October to Opt organization Out of FAMLI - Memo answers questions from that discussion	Pg. 42
	13.	UPDATE COG: Council Changes - Jurisdictions Identify 2023 Council Members and Alternatives - Officer election for two-year cycle at January meeting	
	14.	Program Updates: Will resume in January	
	15.	Member Updates: 3 minutes per jurisdiction if time allows	
	16.	New Business - Regional Grants Navigator Position posted - Executive Director to assist Town of Fraser Manager search - ED collaborating with Skippy M New Elected Officials Training project - 2023 Auditors List	Pgs. 43-52
12:00 p.m.	*17.	Adjourn NWCCOG Meeting	

NEXT NWCCOG MEETING:

Thursday, January 26, 2023 Virtual Meeting 10am – 12pm

ACTION: ELECTION OF OFFICERS and EXECUTIVE COMMITTEE

NWCCOG Officers: NWCCOG Council Chair – Alyssa Shenk, NWCCOG Council Vice-Chair – Patti Clapper NWCCOG Council Secretary-Treasurer – Carolyn Skowyr

NWCCOG Executive Committee: Region XII county members – Josh Blanchard, Patti Clapper, Jeanne McQueeney, Kristen Manguso, and Coby Corkle. Municipal members – Alyssa Shenk, Andy Miller, Carolyn Skowyr, and Patty McKenny.

* requires a vote

NWCCOG ECONOMIC DEVELOPMENT DISTRICT (EDD) BOARD

12:00 p.m.	1.	Call to Order – EDD Board Chair, DiAnn Butler	
	2.	Roll Call and Determination of Quorum	
	*3.	ACTION: October 2022 EDD Meeting Minutes	Pgs. 53-54
1:10 p.m.	4.	UPDATE: Workforce Update – CDLE Team - Erin Young, Employment Coach, CDLE	
	5.	Roundtable: Member Updates	
	6.	New Business/Future Agenda Items	
	7.	UPDATE: STR Taxes, Rachel Tuyn	Pgs. 55-56
1:20 p.m.	*8.	Adjourn NWCCOG Meeting	

NEXT EDD BOARD MEETING:

Thursday January 26, 2023 Conference Call from 12:30pm – 2:30pm

ACTION: ELECTION OF OFFICERS & BYLAWS REVIEW

EDD Officers: EDD Chair – DiAnn Butler, EDD Vice-Chair – Patti Clapper, EDD Secretary-Treasurer – Kristen Manguso

* requires a vote

Please notify office@nwccog.org 5 days in advance if you require any accommodations to attend this meeting.



Northwest Colorado Council of Governments

NWCCOG Foundation Meeting

December 2, 2021

Conference Call Only ("Present" means on the call")

Board Members:

Alyssa Shenk, Town of Snowmass Village
Tamra Nottingham Underwood, Town of Avon
Andy Miller, Town of Fraser
Carolyn Skowyra, Town of Dillon
Skippy Mesirov, City of Aspen
Bill Infante, Town of Basalt
Jeanne McQueeney, Eagle County
Josh Blanchard, Summit County
Patty McKenny, Town of Vail
Jen Ooton, City of Glenwood Springs
Michelle Eddy, Town of Blue River

NWCCOG Staff:

Jon Stavney
Talai Shirey
Nate Walowitz

Becky Walter
Rachel Lunney
Doug Jones
Erin Fisher

Others Present:

Melanie Leaverton, Jackson County Tourism
Janeth Stangle, Sen. Hickenlooper
Sally Anderson, Rep. Neguse
John Whitney, Sen. Bennet
Matt Kireker, Sen. Bennet
Greg Winkler, DOLA
Sara Nadolny, Town of Basalt
Hogan Peterson, Rep. Boebert
John Bristol, Steamboat Chamber of Commerce
Mark Hoblitzell, Colorado Dept of Labor & Employment

Call to Order

Alyssa Shenk, NWCCOG Council Chair, called the Northwest Colorado Council of Governments (NWCCOG) Foundation Board Meeting to order at 10:01 am. Roundtable introductions were completed, and a quorum was present for the group.

Approval of December 2020 Foundation Meeting Minutes

M/S: Patty McKenny / Tamra Underwood to approve the December 2020 Foundation Board Meeting Minutes as presented.

Passed: Yes

Approval of 2021 Revised NWCCOG Foundation Budget and 2022 Foundation Budget

M/S: Andy Miller/Patty McKenny to approve the 2021 Foundation Revised Budget and 2022 Foundation budget as presented.

Passed: Yes

Adjournment of the NWCCOG Foundation Board Meeting

M/S: Jeanne McQueeney / Andy Miller to adjourn the NWCCOG Council meeting at 10:04 pm.

Alyssa Shenk, NWCCOG Council Chair

Date



Northwest Colorado Council of Governments

NWCCOG Council Meeting

October 27, 2022

Hybrid Meeting (“Present” means on the call”)

Council Board Members Present:

Alyssa Shenk, Town of Snowmass Village
Tamra Nottingham Underwood, Town of Avon
Thomas Fridstein, Town of Snowmass Village
Skippy Mesirow, City of Aspen
Lewis Gregory, Fraser
Patti Clapper, Pitkin County
Geoffrey Grimmer, Town of Eagle
Josh Blanchard, Summit County
Carolyn Skowyra, Town of Dillon
Ed Cannon, Fraser
Jeanne McQueeney, Eagle County
John Bristol, Routt County
Caroline McLenahan, Routt County
Glenn Drummond, Town of Basalt

Others Present:

Ashely Bemenek, SWQQC
Torie Jarvis, SWQQC
Claire Carrol, SWQQC
Kate McIntire, DOLA
Chris Bacon, Insight Collective
Raff Garrison, Insight Collective
Tom Foley, Insight Collective
Matt Kireker, Senator Bennett’s Office
Christina Oxley, Colorado Workforce
BT (unknown)

NWCCOG Staff:

Jon Stavney
Becky Walter
Erin Fisher
Rachel Tuyn

Call to Order

Alyssa Shenk, NWCCOG Council Chair, called the Northwest Colorado Council of Governments (NWCCOG) meeting to order at 10:06am. Roundtable introductions were completed, and a quorum was present for the group.

2021 Audit Approval

The 2021 Final Audit was approved by NWCCOG Officers in a special meeting with Alyssa Shenk, Carolyn Skowyra, Jon Stavney, Becky Walter, Anita Cameron, and Sam Hellwege from CliftonLarsonAllen. No concerns were raised by Alyssa or Carolyn.

Approval of August 2022 Council Meeting Minutes

M/S: Patti Clapper/Glen Drummond to approve the August 2022 Council Meeting Minutes as presented
Passed: Yes

Approval of NWCCOG and NLF 3rd Quarter Financials

3rd Quarter Financials are available in the Council Packet. No questions were asked.

M/S: Carolyn Skowyra/Geoffrey Grimmer to approve the NWCCOG 3rd Quarter Financials as presented
Passed: Yes

Approval of NLF 2nd Quarter Financials

2nd Quarter NLF Financials were not available in the August packet and are presented now for approval.

M/S: Carolyn Skowyra/Tamra Underwood to approve the NWCCOG 3rd Quarter Financials as presented
Passed: Yes

NLF Report

Documents provided for review in the Council Packet, no questions were asked.

2023 NWCCOG Council Meeting Schedule

The proposed schedule includes in person/Zoom hybrid at NWCCOG Silverthorne Conference Room.

M/S: Thomas Fridstein/Ed Cannon to approve the 2023 NWCCOG Council Meeting Schedule as presented

Passed: Yes

FAMLI

After reviewing with program directors and finding current STD more robust, NWCCOG request to opt out of FAMLI. There was a conversation regarding retribution protection for employees who are taking leave, NWCCOG has a general policy against retribution for all matters. There was also a request for follow up at the December meeting further explaining the STD family care and review paternity leave options. It was also recommended that NWCCOG opt out for the employer only. Becky confirmed that we are requesting to decline Employer portion and will assist with employees who chose to participate.

M/S: Tamra Nottingham Underwood /Jeanne McQueeny to approve NWCCOG, as a local government agency, to opt-out of FAMLI

Passed: Yes

Employee Bonus Policy

Jon presented the NWCCOG Employee Bonus Policy outlining three different types of bonuses currently used. There were a few recommended edits:

- 2a. payment for services shouldn't be a part of the bonus policy
- Clarification on "for payment different that hourly wage employee must invoice NWCCOG"
- Outside of job description **MUST** be voluntary.
- Executive Director approved by Chair **MUST** consult with other Officers, Executive Committee or Council.
- It was also recommended that Council review a list of staff bonuses.

NWCCOG will work with the NWCCOG Officers to make the requested edits to the Policy and bring back in December for approval.

DOLA Grant Project with Insight Collective

Jon introduced Kate McIntyre, DOLA representative for the Northwest Region. Kate McIntire, DOLA. Kate as replaced Greg Winkler as the new COG representative for DOLA funding opportunity.

Ralf Garrison, Principal and Founder of Insights Collective, presented the Insights Collective project proposal, to be funded by DOLA. If approved, this would utilize \$50,000 of member dues.

Presentation highlights:

- Insights Collective is a travel economy thinktank focused on understanding stability and sustainability trends in mountain destinations.
- Key concerns: Demand vs Supply, Visitors to Residents ratio, Resort to Community to lifestyle retirement economics
- Approach and Deliverables: develop metrics, measure, create report, present findings

Discussion:

Skippy Mesirow, Patti Clapper: Is this an extension or update of mountain migration report? There is interest in another MM project.

Jon Stavney: This is a tool to help understand what is going on in regional economies and provide usable data. It works alongside Mountain Migration. There is opportunity for Mountain Migration 2

Tom Foley/Raff Garrison: developing a standard set of metrics is important in comparing data across industries and communities

Goeff Grimmer: Raff – what have you seen in significant changes to master plans?

Raff Garrison: Has not reviewed master plan changes in detail. But they are all related to the legacy focus of creating demand in resort communities which has now developed into over-tourism.

Chris Bacon: This can be applied as a sustainability study; how can we improve quality of life and community character

OEDIT Funded Regional Grants Navigator Position

Jon discussed the new OEDIT funded Regional Grants Navigator Position. This position is intended to help local navigate hundreds of opportunities for local funding, specifically in the Infrastructure Investment and Jobs Act and Inflation

Reduction Act. This person is not intended to write the grants, but to help members understand opportunities available and provide the right connections. This is in the budget and comes to us as a pass-through opportunity.

Question: Should this position be kept relatively small, or expanded to a larger role within the region?

Discussion:

Ed Cannon: There is a need for larger regional projects and this opens doors for different communities and counties. However, smaller communities might not have capacity to write grants, apply for, and manage federal grants if they were received. If this position was funded, he would want to see a focus on helping smaller communities move forward with this project.

Patti Clapper: This needs to be a "term limited" position because it is tied to grants. This is a good opportunity and will be beneficial to the region. Pitkin County has had success with similar positions.

Torie Jarvis: Summit Water Quality and Quantity Committee is hearing a lot of people asking about water projects, but those people don't have capacity or resources to do it themselves. She thinks this is a great opportunity to serve their needs.

Alyssa Shenk/Jon Stavney: We would like this position to be funded for longer than one year in order to be fully functional and up-to-speed. One year is not enough time.

Matt Kireker: Agree. One year is not enough for position to be beneficial. Senator Bennett's office is aware and ready to be in close communication with RCC position.

Vote is not needed but Council informally and unanimously approves moving forward with this project.

2023 Budget

Jon and Becky had a budget workshop and answered questions to anyone interested in doing a deep dive on the budget. The intent was to do a deep dive so that excessive time is not spent reviewing the budget during the Council meeting.

Alyssa Shenk: Carolyn and Alyssa met with Jon to review the budget on Tuesday 10/25. They asked a few clarifying questions which Jon was able to answer. They do not have any concerns.

Highlights:

Indirect budget has grown and is able to sustain 45% of the Executive Director wages in 2023

Broadband is growing closer to being able to cover its own costs. It is now covering 20% of Broadband

Director's salary and 10% of Fiscal Manager's salary, taking weight off both Indirect and Broadband budgets

Comments:

Patti Clapper: Requests staff summary including # of employees, % of positions being funded by grants for 2021-2023

Geoff Grimmer: What is the total FTE capacity for Energy Program?

Jon Stavney: Up to 15 new employees in the Energy Program within the next 3 years through different funding streams

Alyssa Shenk: No other comments. Looking forward to approving final budget in December.

NWCCOG Regional Water Quality Management Plan

Torie Jarvis provided the draft plan which is available in and separate of the October Council Packet.

Background: NWCCOG is the administrator of the Northwest Regional Water Quality Management Plan. QQ (Water Quality and Quantity Committee) provides strategic direction and advise to NWCCOG on how to manage the plan.

208/Management Plan Update Highlights:

Shortened and clarified policies and implementation actions

Developed NWCCOG Model Water Quality Protection Standards and Water Savings Guidance and Model Standards for the Colorado River Headwaters

Conducted detailed review of Onsite Wastewater Treatment Systems, specifically septic systems in rural communities

Not currently adding Routt County

See packet for detailed updates

Role of Council: To review and approve updates to plan when it is finalized. There is no timeline for completion on this. Then it will go to State for approval.

Member Update

- Matt Kireker, Senator Bennett’s Office: 2023 list of appropriations will be passed before end of fiscal year. It will help move programs forward. Potential work on “waterbus” for river tourism. Continued work on Inflation Reduction Act notice of funding opportunities. Ready to work with Regional Grant Coordinator on this.
- Skippy M, Aspen: Spoke at MT2030 on mental health & wellbeing for elected leaders. Has been approached by many mayors wanting to do training for new elected officials. Skippy is now reaching out to Jon/Council to offer this service regionally to NWCCOG members. He is seeking informal approval to move forward on coordinating with NWCCOG to elevate this project. It is not a request for funding. The Council had no objection.

Program Updates

Program updates are provided in each packet for review. Instead of reading through each update, members can review and contact Jon with questions.

Adjournment

M/S: Geoff Grimmer/Skippy Mesirow adjourned the NWCCOG Council meeting at 12:06 p.m.

Passed: Yes

Alyssa Shenk, NWCCOG Council Chair

Date



NWCCOG POLICY: Letters of Support

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295 •
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	August 22, 2019	Date Revised Adopted:	N/A
Author:	NWCCOG Executive Director		

Purpose:

NWCCOG regularly receives requests for letters of support (LOS) or letters of objection/criticism across a spectrum of issues and topics. Some are perfunctory and innocuous, while other requests may be inherently controversial among the diverse membership. There are enough LOS requests that it would be unwieldy (and untimely) for each to be vetted and formally approved by NWCCOG Council at one of the seven meetings each year, yet some requests deserve to rise to that level of approval. Before this policy was enacted, the NWCCOG Executive Director (ED) exercised full discretion in handling LOS. When a LOS deserved the gravitas of Council approval with a signature by the Council Chair it was approved by the NWCCOG Council and sent out with Council Chair’s signature on NWCCOG Letterhead. Although the majority of LOS requests do not rise to this level, this policy establishes parameters for determining which LOS requests may be approved at a staff level with the ED, and those which would benefit from or require formal Council approval.

NOTE regarding QQ:

NWCCOG QQ Committee and the Watershed Services program specialize in the expertise to monitor state water policy and provide Comment Letters to state and federal agencies on evolving policy in a timely manner as well as to lobby at the legislature on water matters on behalf of the region and in defense of stated water policy interests. QQ Contractors are therefore afforded wide latitude by the QQ Committee to carry out that mission independent of NWCCOG Council or NWCCOG Executive Director approval.

LOS in support of ongoing programs or status quo funding:

The origin and nature of each request matters. Some requests come to Program Directors from their partner agencies and clearly align with defined program efforts, goals and priorities. For instance, jurisdictions participating in our broadband program have requested letters of support when they seek funding from other sources for a project to which NWCCOG is familiar and has lent technical assistance, or a partner jurisdiction to our Vintage program may seeking additional support for a program which we already participate, such as a senior meal program. NWCCOG Program Directors have the discretion to advocate for their programs or provide feedback to partner agencies on operational matters about their programs without seeking Council approval. Programs regularly extend NWCCOG support through their federal advocacy partners to continue or adjust funding for that program. *When requests precisely align with a NWCCOG program, such as the continuation of funding or The Older Americans Act which funds Vintage or for LEAP which funds the Energy Program, LOS should continue to be extended at a staff level at the discretion of the ED and signed on NWCCOG letterhead with either a Program Director or ED signature. These shall be collected and submitted in the following NWCCOG Council packet for information purposes only.*

LOS requesting new legislation or policy, or on topics not specifically related to existing NWCCOG programs:

Others requests for LOS for NWCCOG to advocate or support a position on “new” upcoming legislation or policy making. These may originate from a member jurisdiction, NWCCOG staff or occasionally from a Congressional or state legislator or staff liaison. In general, NWCCOG LOS directed at state or federal elected officials advocating on policy change should be approved by NWCCOG Council. Other requests may be of regional importance to the membership and loosely or not at all align with an already defined interest of a NWCCOG program or adopted policy, such as Forest Service funding. These requests should also be vetted through formal NWCCOG Council approval.

LOS Conditions Requiring Formal NWCCOG Council Approval:

LOS requiring placement on an agenda and majority approval of NWCCOG Council to be signed by NWCCOG Council Chair on behalf of the organization include:

1. LOS which would benefit from the gravitas provided by formal NWCCOG Council action.
2. LOS for NWCCOG submittal of a grant to DOLA (a formal vote is required by DOLA).
3. LOS which the Executive Director considers may be controversial between members. ED may seek consultation from NWCCOG Council Chair in this determination.
4. LOS on proposed state or federal legislation, correspondence with state or federal legislators or executive branch proposing legislation or a policy position.
5. LOS for a new NWCCOG Program that would require additional Director Level FTE.
6. LOS that gives preference to one-member jurisdiction’s request over another in a competitive funding situation. This is different from general support of a member jurisdictions request when multiple jurisdictions may be applying for the same grant.
7. LOS, Amicus Brief, or taking of a written legal position which may commit the organization to foreseeable legal expenses.
8. Requests from any part to amend the Regional Water Quality Management Plan (208 Plan).
9. Comment Letters (CL), especially those involving matters such as water quality standards can be complex, both legally and technically, and are submitted to state or federal agencies and thus should be reviewed by NWCCOG General Counsel. The General Counsel in consultation with the Executive Director have authority to decide if CL require approval of NWCCOG Council, or in the case of water, the NWCCOG Water Quality and Quantity Committee.



JOB POSTING POLICY

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295 •
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	December 19, 2013	Date Revised:	December 7, 2017
Author:	NWCCOG		

PURPOSE:

The goal of the job posting policy is to ensure that all employees are aware of the opportunity to apply for open positions either before or concurrent with the organization’s consideration of external candidates for employment while also providing NWCCOG with the opportunity to seek a high level of professionalism across the organization.

POLICY:

All regular part-time and full-time positions below the level of Executive Director are to be posted to the NWCCOG website. External posting at other locations, newspapers, on-line or other is to be considered at the discretion of the Executive Director and Program Director to optimize distribution externally for cost and the expected benefit of exposure to most qualified likely applicant pool. Some positions make sense to advertise in a trade publication or with a similarly targeted tool to a qualified applicant pool. Openings are to be circulated via e-mail to current staff when an opening occurs. The Executive Director may choose not to post an opening externally (beyond the NWCCOG website) if there is a qualified internal applicant, or if the pool of internal candidates is suitable. This discretion is also the case with restructuring of existing positions either in title, job description or scope with existing employees within a program.

It is preferred that Director level positions be posted externally *throughout the region* at the very least and involve interviewing a pool of qualified candidates.

The decision to post a vacant Executive Director position internally and/or externally, or to bypass posting, is at the discretion of the NWCCOG Council Executive Committee.

Whenever practical, the organization should provide development opportunities and training to build leadership at all levels in the organization and encourage promotions to fill vacant positions. The organization will make reasonable efforts to announce, post, or otherwise make known all opportunities for promotion to all current employees on the same calendar day and prior to making a promotion decision, consistent with the requirements of state law.

PROCEDURES:

Eligibility for Application: All regular part-time and full-time employees with six or more months of continuous employment with NWCCOG, and who have a satisfactory performance and attendance record, are eligible to apply for posted opportunities.

Method of Posting: Job openings will be distributed to all employees via e-mail, and managers will be requested to distribute postings to all employees who do not have access to e-mail. Job opening announcements will also be posted on the central bulletin board.

Posting Duration: Jobs will be posted for two business days during which time applications may be submitted in accordance with the instructions on the posting.



BACKGROUND CHECK INVESTIGATION POLICY & PROCEDURES

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295 •
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	03/28/2019	Date Revised:	
Author:	NWCCOG		

All offers of employment at the Northwest Colorado Council of Governments (NWCCOG) are conditioned upon the completion of a thorough background check yielding clear results. Background checks will be required of all final candidates for employment, the promotion of current employees, as well as in any other circumstances that may arise necessitating the request for a background check.

I. PURPOSE:

This policy establishes standards and procedures for the conduct and review of background checks for prospective employees as well as current employees seeking a promotion when applicable.

II. RESPONSIBILITIES:

The Office Manager, Program Director and Executive Director shall administer this policy. Records shall be maintained by the Office Manager and kept in a confidential, secure file separate from personnel files for a minimum of 5 years after which point they are destroyed. In connection with any background check, NWCCOG will review and consider the accuracy and completeness of the application and other information provided by the applicant.

III. BACKGROUND CHECKS:

At NWCCOG, a background check investigation consists of the following:

- A. **Social Security Verification:** validates the applicant’s Social Security number, date of birth, and name.
- B. **Prior Employment Verification:** confirms applicant's employment with prior companies. This includes dates of employment; position held; and any additional information available pertaining to performance rating, reason for departure and eligibility for rehire.
- C. **Personal and Professional References:** calls will be placed to individuals listed as references by the applicant.
- D. **Criminal History:** includes review of any criminal convictions and/or probation. The following factors shall be considered when determining whether the applicant should be disqualified on the basis of conviction or probation:
 1. The nature of the conviction;
 2. Whether there is a direct relationship between the conviction and the duties and responsibilities associated with the position; and the bearing, if any, the conviction may have on the applicant's fitness or ability to perform one or more such duties and responsibilities, including whether the conviction was for unlawful sexual behavior as listed in Colorado Revised Statutes Section 16-22-102 9);
 3. Whether the duties of employment would place a coworker or the public in a vulnerable position;

4. Whether the applicant will be directly responsible for the care of individuals susceptible to abuse or mistreatment because of the individual's circumstances, including the individual's age, disability, frailty, mental health disorder, developmental disability, or ill health;
5. Any information produced by the applicant or produced on his or her behalf regarding his or her rehabilitation and good conduct; and
6. The time that has elapsed since the conviction.

E. **Motor Vehicle Records:** provides a report on an applicant's driving history. See NWCCOG MVR Policy.

IV. PROCEDURES:

Once an applicant has signed and submitted a background check acknowledgement form to the Office Manager, it is then the responsibility of the Office manager to:

- A. Process the background check, and
- B. Notify the Program Supervisor regarding the results of the background check.
 1. In instances where negative or incomplete information is obtained, the Program Supervisor and/or Executive Director will consider the factors set forth above in determining whether a conviction disqualifies the candidate.
 2. For other negative or incomplete information, the Program Supervisor and/or Executive Director will assess the potential risks and liabilities related to the requirements of the job and determine whether or not hiring the applicant is consistent with NWCCOG business.

If a decision not to hire or promote an applicant is made based on the results of a background check, the applicant will be notified.



COLORADO OPEN RECORDS ACT (CORA) POLICY

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	May 23, 2013	Date Revised:	November 23, 2022
Author:	NWCCOG		

POLICY:

The Northwest Colorado Council of Governments (NWCCOG) is committed to transparency and open government. The following policy specifies how the Colorado Open Records Act (§ 24-72-201 to 206, C.R.S.) will be applied in a uniform and reliable manner. This policy will help ensure NWCCOG complies in all respects with the Colorado Open Records Act and meets all of its constitutional and statutory duties to the People of Colorado in an orderly and expeditious manner. This policy is not intended to be duplicative of CORA or supersede state law. This policy applies solely to records requests where NWCCOG is the custodian of records pursuant to CORA.

OFFICE PROCEDURE FOR HANDLING RECORDS REQUESTS:

All records requests made of NWCCOG shall be immediately provided to the Executive Director. NWCCOG shall accept only records requests made in writing or electronically via e-mail or fax. Records requests or requestors that cite the federal Freedom of Information Act shall be treated as though they were made pursuant to the Colorado Open Records Act.

When responding to a records request, NWCCOG shall make every effort to respond within three working days as required by § 24-72-203(3)(b), C.R.S. NWCCOG can add up to a seven-working-day extension if extenuating circumstances apply, as defined in § 24-72-203(3)(b), C.R.S. The three-day response time starts when a records request is in NWCCOG’s possession. A request is received the day an e-mail, fax or letter containing a request is opened. A request received after 5 p.m. or any day NWCCOG is officially closed will be considered received as of the following business day.

When feasible, NWCCOG will endeavor to provide electronic copies or files to requestors if such alternative is significantly less burdensome to provide than paper records (see “The format of records produced” below). When responsive records cannot be easily or cost effectively provided electronically to a requestor, NWCCOG shall work with the requestor to schedule a time to inspect the records in person. These procedures do not apply to records requests received and handled by employees as part of their work for client agencies or officials when the custodian of records is not NWCCOG.

DETERMINATION BY LEGAL COUNSEL REQUIRED:

The Colorado Open Records Act requires that certain records be made available and requires that access to other records be denied. The Executive Director will consult with legal counsel to ensure that NWCCOG is in compliance with these requirements before determining whether access to records should be granted or denied.

FEES FOR DOCUMENT RETRIEVAL, REVIEW, COPIES, AND RELEASE OF RECORDS:

When a substantial request is made – requiring the production of more than 25 pages of documents or the use of more than two hours of staff time to locate or produce records – NWCCOG shall charge the requestor for

all copying expenses and no more than \$30.00 per hour, or as that fee is adjusted pursuant to 24-72-205(6)(b) for research and retrieval time in excess of two (2) hours pursuant to § 24-72-205(6)(a), C.R.S.

When the number of pages produced pursuant to the Colorado Open Records Act exceeds 25 pages, NWCCOG shall charge \$0.25 per page or actual cost for non-standard pages for all documents copied. The Office also may charge an hourly rate greater than \$20 an hour when specialized document production or specialized skills are required to locate, compile or produce records pursuant to a records request, including the use of third-party contractors. Any costs charged to a requestor shall not exceed the actual cost of producing the records, per § 24-72-205(5)(a), C.R.S.

For requests where NWCCOG anticipates more than 25 pages will be produced and/or more than two hours of staff time will be consumed, NWCCOG shall provide a requestor with advance notice and an estimate of compliance costs. Such costs shall be paid in full before the production of records unless alternative arrangements have been made through the Executive Director.

THE FORMAT OF RECORDS PRODUCED

The Colorado Open Records Act guarantees that "all public records shall be open for inspection by any person at reasonable times, except as provided in this part 2 or as otherwise specifically provided by law" (§ 24-72-201, C.R.S.). The Colorado Open Records Act does not guarantee access to the documents in a specific format. When the production or review of records in a specific format would interfere with the regular discharge of duties of NWCCOG employees (§ 24-72-203(1)(a), C.R.S.) or levy an undue burden upon NWCCOG, NWCCOG legal counsel will determine the appropriate format for the records to be produced. Records maintained electronically may be produced electronically at NWCCOG's discretion, subject to compliance with applicable requirements of § 24-72-203(3.5), C.R.S.; therefore, records may or may not be provided in their native format.

NWCCOG may require that members of the public or press be allowed to review only copies of documents when the custodian of records determines that allowing access to originals could interfere with the regular discharge of duties of NWCCOG or its staff or production of original records could jeopardize the condition of the records.

OMBUDSMAN PROGRAM RECORDS, FILES, OR TESTIMONY

Federal law sets forth a procedure governing access to the ombudsman program's records and files and provides that state law shall be consistent with federal law. 42 U.S.C. § 3058g(d).

It is the intent of the state law to be consistent with federal law. § 26-11.5-104, C.R.S. and § 26-11.5-108(3), C.R.S.

Under federal law, "the files and records" of the long-term care ombudsman program: "may be disclosed only at the discretion of the [State] Ombudsman (or the person designated by the Ombudsman to disclose files and records)." 42 U.S.C. § 3058g(d)(2)(A).

Furthermore, under federal law, the "identity of any complainant or resident with respect to whom the [Ombudsman] Office maintains such files or records" cannot be disclosed without either consent from the complainant or resident, or from their legal representative, or pursuant to a court order. 42 U.S.C. § 3058g(d)(2)(B).



RECORDS RETENTION POLICY

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	10, 27, 2011	Date Revised:	July 11, 2019
Author:	NWCCOG		

POLICY:

All records, electronic and print, shall be retained in accordance with the adopted policy. All records governed by this policy must be retained for the minimum period specified before being destroyed. Any grant guidance or contract that requires a greater period of retention shall be followed in place of this policy. All documents are encouraged to be stored electronically when possible. Technology storage solutions shall be evaluated annually to ensure that they are still a viable usable product.

PROCEDURE:

Annually, documents shall be sorted, boxed, labeled and stored. When possible, documents with like ages of retention shall be boxed together to make disposal more convenient. Each program shall be responsible for their own records disposal. All records which have any confidential or personal information shall be shredded before disposal. The attached document shall be reviewed regularly to ensure adequacy and completeness.

Northwest Colorado Council of Governments
List of Bills by Class
October 2022

5:12 PM

11/17/2022

Accrual Basis

	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Amount</u>
* COG PROGRAM FUNDS				
4022 - WX 22/23				
47522 - CEO-WX ADMIN				
	Credit Card Charge	10/04/2022	Safeway, Inc.	1,200.00
	Credit Card Charge	10/04/2022	Safeway, Inc.	1,200.00
				<hr/>
Total 47522 - CEO-WX ADMIN				2,400.00
45522 - STX CAPEQ				
	Bill	10/28/2022	High Country Toppers	9,703.70
				<hr/>
Total 45522 - STX CAPEQ				9,703.70
43522 - LEAP BE OP				
	Credit Card Charge	10/13/2022	Supplyhouse.com	235.60
	Credit Card Charge	10/13/2022	Supplyhouse.com	53.58
				<hr/>
Total 43522 - LEAP BE OP				289.18
43122 - LEAP OP				
	Bill	10/23/2022	Energy IQ Colorado	5,495.41
	Bill	10/05/2022	Goodway Auto Repair LLC	4,356.97
	Bill	10/01/2022	BHW Associates	2,881.03
	Bill	10/13/2022	GoliathTech LLC (Ind)	2,106.00
	Bill	10/06/2022	Grainger	1,879.44
	Bill	10/21/2022	Four Sprys Investments, LLC(s-corp)	1,425.64
	Liability Check	10/01/2022	County Health Pool	1,322.15
	Liability Check	10/01/2022	County Health Pool	1,322.15
	Liability Check	10/01/2022	County Health Pool	1,076.65
	Liability Check	10/01/2022	County Health Pool	1,076.65
	Liability Check	10/01/2022	County Health Pool	1,076.65
	Liability Check	10/01/2022	County Health Pool	1,076.65
	Liability Check	10/01/2022	County Health Pool	1,076.65
	Liability Check	10/01/2022	County Health Pool	1,070.78
	Liability Check	10/01/2022	County Health Pool	949.02
	Bill	10/04/2022	Verizon Wireless Services	768.88
	Bill	10/12/2022	CR Laurence	757.26
	Liability Check	10/01/2022	County Health Pool	580.42
	Liability Check	10/01/2022	County Health Pool	580.42
	Liability Check	10/01/2022	County Health Pool	580.42
	Liability Check	10/01/2022	County Health Pool	580.42
	Liability Check	10/01/2022	County Health Pool	580.42
	Liability Check	10/01/2022	County Health Pool	580.42
	Liability Check	10/01/2022	County Health Pool	580.42
	Check	10/05/2022	Enterprise Fleet Management	539.98
	Bill	10/03/2022	Showtime Sign & Shirt Co	525.00
	Bill	10/20/2022	Elmer Glass Co of Rifle Inc	459.80
	Bill	10/01/2022	LMR Consulting LLC(ind)	450.00
	Credit Card Charge	10/01/2022	Indeed	438.00
	Bill	10/01/2022	Phoenix Commercial Center Association	366.66
	Bill	10/06/2022	Grainger	323.88
	Bill	10/06/2022	Grainger	323.88
	Bill	10/06/2022	Goodway Auto Repair LLC	282.69
	Bill	10/06/2022	Goodway Auto Repair LLC	247.67
	Bill	10/20/2022	Grainger	230.50
	Credit Card Charge	10/19/2022	LOWES	130.22
	Bill	10/20/2022	Grainger	115.25
	Credit Card Charge	10/04/2022	Columbine Ford	104.63
	Credit Card Charge	10/04/2022	Columbine Ford	104.63
	Credit Card Charge	10/04/2022	Clear Creek County Building Dept	103.02
	Bill	10/07/2022	Goodway Auto Repair LLC	100.00
	Credit Card Charge	10/24/2022	LOWES	89.82
	Bill	10/20/2022	UNUM Life Insurance CO of America	63.73
	Liability Check	10/01/2022	County Health Pool	60.93
	Credit Card Charge	10/22/2022	Wal-Mart	57.58
	Bill	10/04/2022	Four Sprys Investments, LLC(s-corp)	56.96
	Bill	10/20/2022	UNUM Life Insurance CO of America	54.89
	Liability Check	10/01/2022	County Health Pool	54.24
	Bill	10/20/2022	UNUM Life Insurance CO of America	48.52
	Bill	10/03/2022	Rocky Mountain Drinking Water	45.76
	Bill	10/20/2022	UNUM Life Insurance CO of America	42.95
	Bill	10/20/2022	UNUM Life Insurance CO of America	38.54

Type	Date	Name	Amount
Bill	10/20/2022	UNUM Life Insurance CO of America	37.47
Bill	10/20/2022	UNUM Life Insurance CO of America	36.41
Bill	10/20/2022	UNUM Life Insurance CO of America	35.59
Bill	10/20/2022	UNUM Life Insurance CO of America	34.40
Bill	10/20/2022	UNUM Life Insurance CO of America	34.01
Bill	10/20/2022	UNUM Life Insurance CO of America	31.83
Bill	10/20/2022	UNUM Life Insurance CO of America	31.62
Bill	10/20/2022	UNUM Life Insurance CO of America	31.13
Bill	10/20/2022	UNUM Life Insurance CO of America	29.93
Bill	10/20/2022	UNUM Life Insurance CO of America	29.93
Bill	10/20/2022	UNUM Life Insurance CO of America	29.83
Bill	10/20/2022	UNUM Life Insurance CO of America	29.83
Bill	10/20/2022	UNUM Life Insurance CO of America	28.04
Credit Card Charge	10/23/2022	LOWES	27.98
Bill	10/20/2022	UNUM Life Insurance CO of America	27.44
Bill	10/20/2022	UNUM Life Insurance CO of America	23.86
Credit Card Charge	10/04/2022	US Postal Service	14.32
Credit Card Charge	10/12/2022	City Market	13.43
Credit Card Charge	10/10/2022	CBI Records Ck-Net	5.00
Credit Card Charge	10/10/2022	CBI Records Ck-Net	5.00
Credit Card Charge	10/14/2022	CBI Records Ck-Net	5.00
Credit Card Charge	10/07/2022	LOWES	3.55
Credit Card Charge	10/09/2022	Apple Store	0.99
Liability Check	10/01/2022	County Health Pool	0.02
Bill	10/20/2022	UNUM Life Insurance CO of America	0.02
Credit	10/19/2022	CR Laurence	-21.34
Total 43122 - LEAP OP			39,765.94
42822 - DOE H&S			
Bill	10/12/2022	Energy IQ Colorado	8,296.61
Credit Card Charge	10/19/2022	Ace Hardware	173.42
Credit Card Charge	10/18/2022	LOWES	110.42
Credit Card Charge	10/18/2022	LOWES	32.84
Credit Card Charge	10/26/2022	Valley Lumber Co	32.58
Total 42822 - DOE H&S			8,645.87
42622 - DOE OP			
Bill	10/25/2022	J&R Products, Inc.	3,331.81
Bill	10/12/2022	GoliathTech LLC (Ind)	1,630.00
Credit Card Charge	10/24/2022	Columbine Ford	1,229.87
Bill	10/12/2022	CIRSA	683.42
Credit Card Charge	10/10/2022	Sedo	623.20
Credit Card Charge	10/14/2022	Indeed	528.00
Credit Card Charge	10/10/2022	Costco	466.82
Credit Card Charge	10/10/2022	Costco	466.82
Bill	10/25/2022	Grainger	431.84
Credit Card Charge	10/10/2022	Home Depot	400.00
Credit Card Charge	10/10/2022	Home Depot	400.00
Credit Card Charge	10/19/2022	LOWES	398.81
Bill	10/25/2022	Grainger	383.28
Credit Card Charge	10/26/2022	LOWES	360.56
Credit Card Charge	10/05/2022	LOWES	359.03
Bill	10/28/2022	The Home Depot Pro	301.15
Credit Card Charge	10/04/2022	LOWES	279.86
Credit Card Charge	10/06/2022	AutoZone	263.97
Credit Card Charge	10/06/2022	AutoZone	263.97
Bill	10/21/2022	Westland Distributing Inc	262.64
Credit Card Charge	10/19/2022	MOORE LUMBER HARDWARE	242.89
Credit Card Charge	10/10/2022	AutoZone	211.98
Credit Card Charge	10/10/2022	AutoZone	211.98
Credit Card Charge	10/13/2022	LOWES	167.84
Bill	10/01/2022	Comcast	160.36
Credit Card Charge	10/27/2022	LOWES	151.86
Credit Card Charge	10/04/2022	Colorado Hazard Control	110.00
Credit Card Charge	10/04/2022	Colorado Hazard Control	110.00
Credit Card Charge	10/04/2022	Columbine Ford	109.94
Credit Card Charge	10/19/2022	Rabbit Ears Motel	109.00
Credit Card Charge	10/19/2022	Rabbit Ears Motel	109.00
Bill	10/06/2022	Black Hills Energy	107.04
Credit Card Charge	10/11/2022	LOWES	104.06
Credit Card Charge	10/11/2022	LOWES	104.06

Type	Date	Name	Amount
Credit Card Charge	10/13/2022	VistaPrint.com	200.70
Bill	10/19/2022	Erin Fisher {vendor}	172.50
Bill	10/31/2022	[REDACTED]	155.75
Bill	10/31/2022	Crystal Valley Dental Associates(c-corp)	115.00
Bill	10/31/2022	Never Summer Dental Hygiene	100.00
Bill	10/01/2022	Blue Linen Creative Inc.{scorp}	95.00
Credit Card Charge	10/17/2022	Comcast	87.00
Bill	10/20/2022	UNUM Life Insurance CO of America	82.60
Bill	10/20/2022	UNUM Life Insurance CO of America	58.52
Bill	10/20/2022	UNUM Life Insurance CO of America	56.88
Credit Card Charge	10/11/2022	ZOOM.US	54.99
Bill	10/20/2022	UNUM Life Insurance CO of America	54.42
Bill	10/20/2022	UNUM Life Insurance CO of America	51.79
Credit Card Charge	10/22/2022	Comcast	40.08
Bill	10/31/2022	[REDACTED]	38.13
Check	10/07/2022	1st Bank Checking	30.00
Bill	10/04/2022	Verizon Wireless Services	26.67
Credit Card Charge	10/19/2022	Vail Daily	19.25
Credit Card Charge	10/19/2022	Ski-Hi News	19.25
Credit Card Charge	10/19/2022	Steamboat Pilot	19.25
Credit Card Charge	10/19/2022	Summit Daily	19.25
Credit Card Charge	10/14/2022	The Aspen Times	17.59
Credit Card Charge	10/03/2022	MailChimp	17.00
Credit Card Charge	10/19/2022	Xfinity Mobile	16.08
Bill	10/04/2022	Verizon Wireless Services	13.34
Credit Card Charge	10/20/2022	CANVA	12.95
Credit Card Charge	10/26/2022	CO Govt Services	9.97
Credit Card Credit	10/05/2022	VistaPrint.com	-18.41
Credit Card Credit	10/24/2022	ELEVATION HOTEL	-278.00
Total 33223 - State Services			29,631.60
33123 - State Admin			
Bill	10/01/2022	Chocolate Software, LLC{scorp}	3,000.00
Total 33123 - State Admin			3,000.00
32623 - Homestead Admin			
Credit Card Charge	10/03/2022	Amazon.com	108.88
Bill	10/01/2022	Peterson, Maria Cecilia	46.00
Total 32623 - Homestead Admin			154.88
32523 - Homestead Exemption			
Bill	10/31/2022	[REDACTED]	411.25
Bill	10/31/2022	[REDACTED]	300.00
Bill	10/31/2022	[REDACTED]	245.00
Bill	10/31/2022	[REDACTED]	212.50
Bill	10/11/2022	[REDACTED]	200.00
Bill	10/31/2022	[REDACTED]	195.62
Bill	10/31/2022	[REDACTED]	161.25
Bill	10/31/2022	[REDACTED]	160.00
Bill	10/31/2022	[REDACTED]	150.00
Bill	10/31/2022	[REDACTED]	125.00
Bill	10/31/2022	[REDACTED]	105.00
Bill	10/31/2022	[REDACTED]	100.00
Bill	10/31/2022	[REDACTED]	86.25
Bill	10/31/2022	[REDACTED]	80.13
Bill	10/31/2022	[REDACTED]	75.00
Total 32523 - Homestead Exemption			2,607.00
31623 - Part E			
Bill	10/31/2022	[REDACTED]	583.82
Bill	10/31/2022	[REDACTED]	350.00
Bill	10/31/2022	[REDACTED]	263.58
Bill	10/31/2022	[REDACTED]	217.25
Bill	10/31/2022	[REDACTED]	200.00
Bill	10/31/2022	[REDACTED]	200.00
Bill	10/31/2022	[REDACTED]	100.00
Total 31623 - Part E			1,914.65
31423 - Part C-2			
Bill	10/31/2022	Eagle County Public Health	5,198.60
Bill	10/31/2022	Johnson, Kaitlyn	1,845.00
Total 31423 - Part C-2			7,043.60
31323 - Part C-1			
Bill	10/31/2022	Eagle County Public Health	11,200.05

	Type	Date	Name	Amount
	Bill	10/31/2022		700.00
Total 31323 - Part C-1				11,900.05
31123 - Part B				
	Bill	10/31/2022	Colorado Mtn News Media{vendor}	546.00
Total 31123 - Part B				546.00
Total 30123 - VINTAGE 22/23				60,567.51
1100- Regional Business				
	Bill	10/03/2022	Cornerstone Geospatial Consulting	7,200.00
	Liability Check	10/01/2022	County Health Pool	2,034.08
	Credit Card Charge	10/18/2022	Filson	797.26
	Bill	10/23/2022	North Star Consulting Group	540.00
	Check	10/05/2022	Enterprise Fleet Management	539.98
	Credit Card Charge	10/11/2022	Verizon Wireless Services	319.19
	Credit Card Charge	10/27/2022	REI	192.95
	Credit Card Charge	10/31/2022	The New Yorker	174.92
	Credit Card Charge	10/31/2022	Verizon Wireless Services	132.00
	Credit Card Charge	10/06/2022	Amazon.com	93.61
	Bill	10/04/2022	Sullivan Green Seavy, LLC	91.50
	Credit Card Charge	10/06/2022	The Atlantic	64.99
	Credit Card Charge	10/18/2022	Amazon.com	38.06
	Credit Card Charge	10/06/2022	Amazon.com	32.73
	Credit Card Charge	10/19/2022	Amazon.com	31.04
	Credit Card Charge	10/06/2022	Amazon.com	20.49
	Credit Card Charge	10/25/2022	Chipotle	19.45
	Credit Card Charge	10/06/2022	Chipotle	19.24
	Credit Card Charge	10/17/2022	Amazon.com	16.06
	Credit Card Charge	10/16/2022	Washington Post	15.00
	Credit Card Charge	10/23/2022	New York Times Digital	15.00
	Credit Card Charge	10/18/2022	Amazon.com	14.42
	Credit Card Charge	10/19/2022	Chipotle	14.14
	Credit Card Charge	10/06/2022	Amazon.com	10.06
	Credit Card Charge	10/06/2022	Dunkin Donuts	9.45
	Credit Card Charge	10/02/2022	Wall Street Journal	4.00
	Credit Card Charge	10/11/2022	City of Aspen {vendor}	4.00
	Credit Card Charge	10/19/2022	Starbucks	3.74
Total 1100- Regional Business				12,447.36
1200- Broadband				
	Liability Check	10/01/2022	County Health Pool	2,034.08
	Credit Card Charge	10/18/2022	Fiber Optic Supply	1,522.92
	Check	10/05/2022	Enterprise Fleet Management	546.34
	Bill	10/20/2022	UNUM Life Insurance CO of America	93.32
	Credit Card Charge	10/24/2022	Sheraton Hotel	45.00
	Bill	10/04/2022	Verizon Wireless Services	40.01
	Credit Card Charge	10/04/2022	HYATT PLACE KEYSTONE	33.00
	Credit Card Charge	10/12/2022	Qdoba Mexican Grill	14.10
	Credit Card Charge	10/27/2022	Chipotle	12.97
	Credit Card Charge	10/12/2022	Parking	4.00
	Credit Card Charge	10/12/2022	Parking	4.00
	Credit Card Charge	10/31/2022	Parking	4.00
	Credit Card Charge	10/12/2022	Parking	3.75
	Credit Card Charge	10/12/2022	Parking	2.50
	Credit Card Charge	10/31/2022	Parking	2.00
Total 1200- Broadband				4,361.99
1300 - Project THOR				
	Bill	10/01/2022	Mammoth Networks	52,987.86
	Bill	10/16/2022	Lumen	10,864.47
	Bill	10/31/2022	Hye Tech LLC	7,500.00
	Bill	10/01/2022	Century Link	3,869.02
	Bill	10/01/2022	DGEB Meet Me Room, LLC	2,840.00
	Bill	10/01/2022	Century Link	2,425.43
	Bill	10/01/2022	Century Link	1,810.50
	Bill	10/12/2022	Lumen	648.59
	Bill	10/12/2022	North American Numbering Plan (NANP)	88.03
Total 1300 - Project THOR				83,033.90
2100- Elevator Inspection				
	Liability Check	10/01/2022	County Health Pool	2,034.08
	Liability Check	10/01/2022	County Health Pool	2,031.19
	Bill	10/13/2022	American Elevator Professionals, LLC	1,925.00
	Liability Check	10/01/2022	County Health Pool	1,656.39

Type	Date	Name	Amount
Liability Check	10/01/2022	County Health Pool	1,656.38
Liability Check	10/01/2022	County Health Pool	1,656.38
Liability Check	10/01/2022	County Health Pool	1,656.38
Bill	10/31/2022	Goodway Auto Repair LLC	1,099.18
Credit Card Charge	10/12/2022	GOVETS	1,097.65
Credit Card Charge	10/12/2022	Fast-Break Auto Glass	1,025.40
Liability Check	10/01/2022	County Health Pool	892.95
Check	10/05/2022	Enterprise Fleet Management	761.60
Check	10/05/2022	Enterprise Fleet Management	583.64
Check	10/05/2022	Enterprise Fleet Management	546.34
Check	10/05/2022	Enterprise Fleet Management	546.34
Check	10/05/2022	Enterprise Fleet Management	546.34
Check	10/05/2022	Enterprise Fleet Management	546.34
Check	10/05/2022	Enterprise Fleet Management	546.34
Bill	10/06/2022	GoliathTech LLC {Ind}	545.00
Credit Card Charge	10/17/2022	Southwest Airlines	400.97
Credit Card Charge	10/20/2022	Limelight	369.09
Credit Card Charge	10/01/2022	LOVETONER	352.94
Credit Card Charge	10/05/2022	KUHL CLOTHING	326.70
Bill	10/31/2022	Town of Snowmass Village {v}	296.00
Credit Card Charge	10/09/2022	Amazon.com	264.03
Credit Card Charge	10/22/2022	Cutterandbuck Direct	262.35
Credit Card Charge	10/28/2022	Amazon.com	239.00
Credit Card Charge	10/16/2022	Sheraton Hotel	206.00
Credit Card Charge	10/25/2022	KUHL CLOTHING	196.02
Credit Card Charge	10/05/2022	Murdochs Ranch Supply	138.17
Credit Card Charge	10/06/2022	LOWES	101.28
Credit Card Charge	10/05/2022	Chipotle	97.00
Bill	10/20/2022	UNUM Life Insurance CO of America	93.32
Credit Card Charge	10/12/2022	Toyota Connected Services	80.00
Bill	10/20/2022	UNUM Life Insurance CO of America	77.85
Bill	10/20/2022	UNUM Life Insurance CO of America	73.74
Bill	10/20/2022	UNUM Life Insurance CO of America	72.28
Credit Card Charge	10/13/2022	Showtime Sign & Shirt Co	70.00
Bill	10/20/2022	UNUM Life Insurance CO of America	69.40
Bill	10/20/2022	UNUM Life Insurance CO of America	65.41
Credit Card Charge	10/17/2022	KEN CARYL IMPORTS	63.96
Bill	10/20/2022	UNUM Life Insurance CO of America	56.02
Credit Card Charge	10/11/2022	Walmart	52.96
Credit Card Charge	10/21/2022	Apple Store	50.99
Bill	10/20/2022	UNUM Life Insurance CO of America	47.37
Bill	10/20/2022	UNUM Life Insurance CO of America	44.32
Credit Card Charge	10/09/2022	Constant Contact	42.75
Credit Card Charge	10/05/2022	Red Buffalo Coffee & Tea	28.93
Bill	10/03/2022	Quill Corporation	25.99
Liability Check	10/01/2022	County Health Pool	24.00
Credit Card Charge	10/18/2022	Murdochs Ranch Supply	22.86
Credit Card Charge	10/07/2022	Blue Moon Bakery	21.15
Credit Card Charge	10/17/2022	SWA*EARLYBIRD	20.00
Credit Card Charge	10/17/2022	Southwest Airlines	20.00
Credit Card Charge	10/04/2022	White Water Express Carwash	17.00
Credit Card Charge	10/22/2022	Apple Store	12.74
Credit Card Charge	10/18/2022	Frisco Conoco	12.00
Credit Card Charge	10/21/2022	Apple Store	10.19
Credit Card Charge	10/21/2022	Apple Store	9.99
Credit Card Charge	10/29/2022	Blue River Car Wash	7.75
Credit Card Charge	10/24/2022	SXM	7.73
Credit Card Charge	10/06/2022	Aspen Parking	4.17
Credit Card Credit	10/29/2022	KUHL CLOTHING	-187.85
Total 2100- Elevator Inspection			25,073.15
2925 - SHIP			
Credit Card Charge	10/01/2022	Overstock.com	167.97
Credit Card Charge	10/09/2022	ZOOM.US	14.99
Credit Card Credit	10/07/2022	Overstock.com	-19.95
Total 2925 - SHIP			163.01
30122 - VINTAGE 21/22			
33222 - State Services			
Credit Card Charge	10/06/2022	Alliance of Information	120.00
Total 33222 - State Services			120.00
Total 30122 - VINTAGE 21/22			120.00

	<u>Type</u>	<u>Date</u>	<u>Name</u>	<u>Amount</u>
3700 - WaterShed Services				
3710 - 208 Planning				
	Bill	10/04/2022	Sullivan Green Seavy, LLC	1,660.50
	Bill	10/03/2022	Alpine Environmental Consultants (s-corp)	1,556.25
	Bill	10/03/2022	Alpine Environmental Consultants (s-corp)	1,256.25
				<u>4,473.00</u>
				4,473.00
Total 3710 - 208 Planning				
Total 3700 - WaterShed Services				
3800- Econ Develop District				
	Bill	10/11/2022	Grand Enterprise Initiative	7,500.00
	Liability Check	10/01/2022	County Health Pool	2,034.08
	Bill	10/20/2022	UNUM Life Insurance CO of America	66.39
	Credit Card Charge	10/06/2022	The Colorado Sun	10.00
	Bill	10/07/2022	Grand Enterprise Initiative	0.00
				<u>9,610.47</u>
				9,610.47
Total 3800- Econ Develop District				
4001-WX-Non Grant				
4020 - ReEnergize				
	Bill	10/01/2022	Rocky Mountain Steel Structures, Inc.	42,460.31
	Bill	10/28/2022	Select Surfaces	8,230.26
	Bill	10/27/2022	Axiom Group	7,429.00
	Credit Card Charge	10/25/2022	Appliance Connection	1,799.00
	Credit Card Charge	10/10/2022	Charles D Jones Co	1,465.28
	Bill	10/20/2022	The Home Depot Pro	1,290.00
	Credit Card Charge	10/10/2022	Alpine Party Rentals	1,117.28
	Bill	10/05/2022	Brema Engineering	1,000.00
	Bill	10/31/2022	The Home Depot Pro	681.31
	Credit Card Charge	10/09/2022	Moe's Original BBQ	483.21
	Credit Card Charge	10/11/2022	Charles D Jones Co	401.45
	Bill	10/24/2022	The Home Depot Pro	309.00
	Credit Card Charge	10/10/2022	Home Depot	306.14
	Credit Card Charge	10/10/2022	Home Depot	306.14
	Credit Card Charge	10/13/2022	Geary Pacific Supply	218.88
	Credit Card Charge	10/20/2022	Indow Inc.	200.00
	Credit Card Charge	10/10/2022	Ace Hardware	136.15
	Bill	10/11/2022	DJensen Electric, Inc.	133.38
	Credit Card Charge	10/13/2022	Home Depot	119.79
	Credit Card Charge	10/06/2022	Town of Gypsum{vendor}	80.00
	Credit Card Charge	10/07/2022	Town of Gypsum{vendor}	80.00
	Credit Card Charge	10/11/2022	City Market	23.75
	Credit Card Charge	10/11/2022	Ace Hardware	14.99
	Credit Card Charge	10/10/2022	Ace Hardware	8.60
	Credit Card Credit	10/10/2022	Moe's Original BBQ	-34.71
	Credit Card Credit	10/07/2022	Town of Gypsum{vendor}	-80.00
				<u>68,179.21</u>
				68,179.21
Total 4020 - ReEnergize				
4005 - CARE				
	Credit Card Charge	10/01/2022	Ace Hardware	4,959.00
	Credit Card Charge	10/01/2022	Ace Hardware	4,959.00
	Credit Card Charge	10/20/2022	Charles D Jones Co	3,754.36
	Bill	10/14/2022	AM Conservation Group, Inc	2,755.72
	Bill	10/26/2022	Diamond H Enterprises Inc.	2,003.97
	Bill	10/28/2022	Westland Distributing Inc	1,942.55
	Bill	10/28/2022	AM Conservation Group, Inc	1,169.00
	Bill	10/28/2022	AM Conservation Group, Inc	1,169.00
	Bill	10/01/2022	BHW Associates	1,152.41
	Bill	10/14/2022	LOWES	1,072.55
	Bill	10/08/2022	Whirlpool Contract/Retail	894.00
	Bill	10/08/2022	Whirlpool Contract/Retail	894.00
	Bill	10/31/2022	Charles D Jones Co	852.21
	Bill	10/14/2022	LOWES	806.55
	Bill	10/14/2022	LOWES	797.05
	Bill	10/18/2022	LOWES	797.05
	Credit Card Charge	10/31/2022	Charles D Jones Co	715.13
	Bill	10/14/2022	LOWES	702.05
	Bill	10/13/2022	Summit Professional Services Inc	700.00
	Liability Check	10/01/2022	County Health Pool	650.91
	Liability Check	10/01/2022	County Health Pool	650.91
	Credit Card Charge	10/24/2022	LOWES	605.87
	Credit Card Charge	10/25/2022	Charles D Jones Co	574.81
	Bill	10/21/2022	Four Sprys Investments, LLC{s-corp}	570.26
	Liability Check	10/01/2022	County Health Pool	530.04

Type	Date	Name	Amount
Liability Check	10/01/2022	County Health Pool	530.04
Liability Check	10/01/2022	County Health Pool	530.04
Liability Check	10/01/2022	County Health Pool	530.04
Liability Check	10/01/2022	County Health Pool	530.04
Liability Check	10/01/2022	County Health Pool	527.16
Credit Card Charge	10/24/2022	LOWES	508.01
Credit Card Charge	10/26/2022	LOWES	471.45
Liability Check	10/01/2022	County Health Pool	467.21
Credit Card Charge	10/31/2022	Charles D Jones Co	387.38
Bill	10/04/2022	Verizon Wireless Services	378.52
Bill	10/13/2022	The Home Depot Pro	327.92
Credit Card Charge	10/25/2022	Charles D Jones Co	324.29
Liability Check	10/01/2022	County Health Pool	285.74
Liability Check	10/01/2022	County Health Pool	285.74
Liability Check	10/01/2022	County Health Pool	285.74
Liability Check	10/01/2022	County Health Pool	285.74
Liability Check	10/01/2022	County Health Pool	285.74
Liability Check	10/01/2022	County Health Pool	285.74
Liability Check	10/01/2022	County Health Pool	285.74
Credit Card Charge	10/20/2022	Home Depot	193.64
Credit Card Charge	10/17/2022	Home Depot	165.10
Credit Card Charge	10/25/2022	LOWES	148.17
Credit Card Charge	10/25/2022	LOWES	105.72
Credit Card Charge	10/04/2022	LOWES	102.45
Credit Card Charge	10/04/2022	LOWES	78.16
Credit Card Charge	10/25/2022	Advance Auto Parts {v}	69.98
Credit Card Charge	10/20/2022	Ace Hardware	67.16
Credit Card Charge	10/03/2022	LOWES	66.00
Credit Card Charge	10/03/2022	LOWES	66.00
Credit Card Charge	10/17/2022	LOWES	64.51
Credit Card Charge	10/26/2022	Ace Hardware	63.96
Credit Card Charge	10/20/2022	Hogback Pizza	63.27
Credit Card Charge	10/25/2022	Ace Hardware	61.29
Credit Card Charge	10/24/2022	Breckenridge Building Center	58.23
Credit Card Charge	10/03/2022	Ferguson Enterprises Inc #109	57.33
Credit Card Charge	10/03/2022	Ferguson Enterprises Inc #109	57.33
Credit Card Charge	10/04/2022	Ace Hardware	56.75
Credit Card Charge	10/24/2022	Ace Hardware	56.73
Credit Card Charge	10/10/2022	LOWES	55.90
Credit Card Charge	10/10/2022	LOWES	55.90
Credit Card Charge	10/20/2022	Home Depot	54.94
Credit Card Charge	10/26/2022	Walmart	50.68
Credit Card Charge	10/03/2022	LOWES	50.21
Credit Card Charge	10/03/2022	LOWES	50.21
Bill	10/05/2022	Laser Graphics{scorp}	49.30
Credit Card Charge	10/25/2022	Ace Hardware	48.97
Credit Card Charge	10/27/2022	Copy Copy INC	48.00
Credit Card Charge	10/13/2022	LOWES	45.84
Credit Card Charge	10/24/2022	LOWES	41.80
Credit Card Charge	10/13/2022	LOWES	38.86
Credit Card Charge	10/10/2022	LOWES	38.86
Credit Card Charge	10/27/2022	LOWES	37.88
Credit Card Charge	10/07/2022	Ace Hardware	32.98
Credit Card Charge	10/25/2022	Valley Lumber Co	31.95
Liability Check	10/01/2022	County Health Pool	30.00
Liability Check	10/01/2022	County Health Pool	26.70
Bill	10/20/2022	UNUM Life Insurance CO of America	25.49
Bill	10/12/2022	Town of Alma {v}	25.00
Credit Card Charge	10/06/2022	LOWES	23.40
Bill	10/20/2022	UNUM Life Insurance CO of America	21.96
Bill	10/20/2022	UNUM Life Insurance CO of America	19.41
Credit Card Charge	10/27/2022	Charles D Jones Co	19.24
Credit Card Charge	10/25/2022	LOWES	18.00
Credit Card Charge	10/18/2022	LOWES	17.65
Bill	10/20/2022	UNUM Life Insurance CO of America	17.18
Bill	10/20/2022	UNUM Life Insurance CO of America	15.41
Bill	10/20/2022	UNUM Life Insurance CO of America	14.99
Credit Card Charge	10/06/2022	LOWES	14.98
Bill	10/20/2022	UNUM Life Insurance CO of America	14.56

Type	Date	Name	Amount
Bill	10/20/2022	UNUM Life Insurance CO of America	14.24
Bill	10/20/2022	UNUM Life Insurance CO of America	13.76
Bill	10/20/2022	UNUM Life Insurance CO of America	13.60
Bill	10/20/2022	UNUM Life Insurance CO of America	12.73
Bill	10/20/2022	UNUM Life Insurance CO of America	12.65
Bill	10/20/2022	UNUM Life Insurance CO of America	12.45
Bill	10/20/2022	UNUM Life Insurance CO of America	11.97
Bill	10/20/2022	UNUM Life Insurance CO of America	11.97
Bill	10/20/2022	UNUM Life Insurance CO of America	11.93
Bill	10/20/2022	UNUM Life Insurance CO of America	11.93
Bill	10/20/2022	UNUM Life Insurance CO of America	11.22
Bill	10/20/2022	UNUM Life Insurance CO of America	10.98
Bill	10/20/2022	UNUM Life Insurance CO of America	9.55
Credit Card Charge	10/20/2022	City Market	9.30
Credit Card Charge	10/05/2022	Murdochs Ranch Supply	7.48
Credit Card Charge	10/05/2022	Murdochs Ranch Supply	7.48
Credit Card Charge	10/25/2022	Ace Hardware	5.59
Bill	10/14/2022	AM Conservation Group, Inc	0.00
Total 4005 - CARE			46,017.54

4010 - CIP

Bill	10/28/2022	Westland Distributing Inc	3,011.20
Bill	10/23/2022	Energy IQ Colorado	502.85
Credit Card Charge	10/25/2022	LOWES	195.24
Bill	10/01/2022	BHW Associates	82.31
Credit Card Charge	10/26/2022	Eagle County Government	80.00
Liability Check	10/01/2022	County Health Pool	61.02
Liability Check	10/01/2022	County Health Pool	61.02
Liability Check	10/01/2022	County Health Pool	49.69
Liability Check	10/01/2022	County Health Pool	49.69
Liability Check	10/01/2022	County Health Pool	49.69
Liability Check	10/01/2022	County Health Pool	49.69
Liability Check	10/01/2022	County Health Pool	49.69
Liability Check	10/01/2022	County Health Pool	49.42
Liability Check	10/01/2022	County Health Pool	43.80
Bill	10/21/2022	Four Sprys Investments, LLC{s-corp}	40.73
Bill	10/04/2022	Verizon Wireless Services	35.49
Liability Check	10/01/2022	County Health Pool	26.79
Liability Check	10/01/2022	County Health Pool	26.79
Liability Check	10/01/2022	County Health Pool	26.79
Liability Check	10/01/2022	County Health Pool	26.79
Liability Check	10/01/2022	County Health Pool	26.79
Liability Check	10/01/2022	County Health Pool	26.79
Liability Check	10/01/2022	County Health Pool	26.79
Liability Check	10/01/2022	County Health Pool	2.81
Liability Check	10/01/2022	County Health Pool	2.50
Bill	10/20/2022	UNUM Life Insurance CO of America	1.82
Bill	10/20/2022	UNUM Life Insurance CO of America	1.57
Bill	10/20/2022	UNUM Life Insurance CO of America	1.39
Bill	10/20/2022	UNUM Life Insurance CO of America	1.23
Bill	10/20/2022	UNUM Life Insurance CO of America	1.10
Bill	10/20/2022	UNUM Life Insurance CO of America	1.07
Bill	10/20/2022	UNUM Life Insurance CO of America	1.04
Bill	10/20/2022	UNUM Life Insurance CO of America	1.02
Bill	10/20/2022	UNUM Life Insurance CO of America	0.98
Bill	10/20/2022	UNUM Life Insurance CO of America	0.97
Bill	10/20/2022	UNUM Life Insurance CO of America	0.91
Bill	10/20/2022	UNUM Life Insurance CO of America	0.90
Bill	10/20/2022	UNUM Life Insurance CO of America	0.89
Bill	10/20/2022	UNUM Life Insurance CO of America	0.86
Bill	10/20/2022	UNUM Life Insurance CO of America	0.86
Bill	10/20/2022	UNUM Life Insurance CO of America	0.85
Bill	10/20/2022	UNUM Life Insurance CO of America	0.85
Bill	10/20/2022	UNUM Life Insurance CO of America	0.80
Bill	10/20/2022	UNUM Life Insurance CO of America	0.78
Bill	10/20/2022	UNUM Life Insurance CO of America	0.68
Total 4010 - CIP			4,624.94

Total 4001-WX-Non Grant
6100- Homeland Security

6120 - SHSG 2020

118,821.69

	Type	Date	Name	Amount
	Bill	10/01/2022	Evergreen Consultants, LLC	4,280.53
Total 6120 - SHSG 2020				4,280.53
Total 6100- Homeland Security				4,280.53
6600-HCC Health Care Coalition				
6622 - HCC 2022-2023				
	Bill	10/31/2022	C Flores Consulting LLC	8,320.00
	Bill	10/31/2022	Steve Hilley R.N.	4,160.00
	Bill	10/31/2022	C Flores Consulting LLC	1,547.59
	Bill	10/31/2022	Steve Hilley R.N.	429.90
	Bill	10/31/2022	C Flores Consulting LLC	0.00
	Bill	10/31/2022	C Flores Consulting LLC	0.00
Total 6622 - HCC 2022-2023				14,457.49
Total 6600-HCC Health Care Coalition				14,457.49
8100- Foundation				
8130 - ECO Trails				
	Check	10/11/2022	NWCCOG Foundation{vendor}	3,870.00
Total 8130 - ECO Trails				3,870.00
Total 8100- Foundation				3,870.00
RTCC Group				
5410 - Mobility Manager				
	Liability Check	10/01/2022	County Health Pool	888.11
	Credit Card Charge	10/18/2022	HUMAN SERVICES NETWORK CO	275.00
	Bill	10/17/2022	McCarthy, Charles (v)	163.75
	Bill	10/20/2022	UNUM Life Insurance CO of America	45.08
	Credit Card Charge	10/26/2022	GoDaddy.com	31.16
Total 5410 - Mobility Manager				1,403.10
Total RTCC Group				1,403.10
Total * COG PROGRAM FUNDS				419,412.91
5000- EXTERNAL PROGRAMS				
5100- QQ				
	Bill	10/04/2022	Sullivan Green Seavy, LLC	13,607.00
	Bill	10/04/2022	Sullivan Green Seavy, LLC	873.49
	Bill	10/03/2022	Alpine Environmental Consultants (s-corp)	675.00
Total 5100- QQ				15,155.49
5110- Wild & Scenic				
	Bill	10/31/2022	Fountainhead Consulting LLC(ind)	2,396.25
	Bill	10/13/2022	Fouk, Kayli	158.49
	Bill	10/31/2022	Fountainhead Consulting LLC(ind)	12.00
Total 5110- Wild & Scenic				2,566.74
Total 5000- EXTERNAL PROGRAMS				17,722.23
8800- Northwest Loan Fund				
	Liability Check	10/01/2022	County Health Pool	880.95
	Credit Card Charge	10/05/2022	TIK TOK INK, LLC	826.47
	Bill	10/24/2022	The Personal Touch	643.39
	Bill	10/30/2022	Cameron, Anita {vendor}	529.19
	Credit Card Charge	10/29/2022	Nordic Lodge	495.00
	Credit Card Charge	10/27/2022	Carl?s Tavern	407.67
	Credit Card Charge	10/20/2022	Amazon.com	389.90
	Credit Card Charge	10/26/2022	MAUKA POKE BAR	300.00
	Credit Card Charge	10/20/2022	Natural Grocers	236.42
	Credit Card Charge	10/14/2022	Steamboat Coffee Roasters-v	226.60
	Credit Card Charge	10/28/2022	Creekside Cafe	206.35
	Credit Card Charge	10/13/2022	Hampton Inn (vendor)	156.60
	Credit Card Charge	10/25/2022	Green Tree Inn	153.23
	Credit Card Charge	10/25/2022	BUD WERNER MEMORIAL LIBRARY (v)	120.00
	Credit Card Charge	10/26/2022	Nordic Lodge	109.00
	Bill	10/30/2022	Cameron, Anita {vendor}	103.47
	Bill	10/04/2022	Verizon Wireless Services	102.86
	Credit Card Charge	10/26/2022	Aurum Food and Wine	90.37
	Credit Card Charge	10/06/2022	SP TEXTURE.CO	87.50
	Bill	10/30/2022	Cameron, Anita {vendor}	84.66
	Bill	10/20/2022	UNUM Life Insurance CO of America	82.76
	Credit Card Charge	10/27/2022	Smell That Bread	70.62
	Credit Card Charge	10/27/2022	BEARD & BRAID	67.20
	Credit Card Charge	10/13/2022	Timberline Craft Kits	63.02
	Bill	10/21/2022	Grand County Treasurer	56.00
	Credit Card Charge	10/26/2022	Experian	52.00
	Credit Card Charge	10/28/2022	The Laundry	44.86
	Credit Card Charge	10/25/2022	Enza's Delicatessen	33.18

Type	Date	Name	Amount
Credit Card Charge	10/04/2022	US Postal Service	32.16
Credit Card Charge	10/13/2022	Enza's Delicatessen	30.01
Bill	10/21/2022	Grand County Treasurer	28.00
Credit Card Charge	10/25/2022	Casa Mexico	25.45
Credit Card Charge	10/01/2022	Google LLC	24.00
Credit Card Charge	10/27/2022	Winonas	23.22
Credit Card Charge	10/29/2022	Winonas	22.22
Credit Card Charge	10/20/2022	Amazon.com	21.75
Credit Card Charge	10/20/2022	Octopus Car Wash	21.44
Credit Card Charge	10/06/2022	Hostgator.com	19.99
Credit Card Charge	10/29/2022	VALLARTAS- CRAIG	13.80
Credit Card Charge	10/31/2022	AUTOWASHGOLDENRIDGE	12.00
Credit Card Charge	10/28/2022	LOWES	9.05
Credit Card Charge	10/26/2022	Stout House Coffee	8.55
Credit Card Charge	10/19/2022	SOS Registration Fee	8.00
Credit Card Charge	10/29/2022	Square	7.48
Credit Card Charge	10/26/2022	Space Station	6.48
Credit Card Charge	10/22/2022	Advance Auto Parts {v}	6.44
Bill	10/30/2022	Cameron, Anita {vendor}	4.23
Bill	10/30/2022	Cameron, Anita {vendor}	3.00
Credit Card Charge	10/03/2022	Apple Store	0.99
Credit Card Credit	10/01/2022	Office Depot	-15.99
Credit Card Credit	10/26/2022	Green Tree Inn	-19.23
			<hr/>
Total 8800- Northwest Loan Fund			6,912.31

9000- Internal Service Funds
9100 - Indirect

Bill	10/31/2022	Clifton Larson Allen LLP {partner}	9,925.00
Bill	10/01/2022	Axiom Group	4,985.00
Bill	10/02/2022	Axiom Group	4,000.00
Bill	10/19/2022	GoliathTech LLC {Ind}	3,258.00
Liability Check	10/01/2022	County Health Pool	1,662.38
Liability Check	10/01/2022	County Health Pool	1,413.58
Liability Check	10/01/2022	County Health Pool	892.95
Bill	10/01/2022	8x8	675.56
Bill	10/17/2022	Xerox	440.39
Bill	10/01/2022	Emburse	396.75
Credit Card Charge	10/10/2022	Chimayo Grill	372.50
Bill	10/20/2022	Axiom Group	359.60
Credit Card Charge	10/01/2022	Google LLC	336.00
Credit Card Charge	10/06/2022	CGFOA	300.00
Bill	10/03/2022	Xcel Energy (vendor)	197.76
Bill	10/01/2022	Summit County Govt	192.00
Bill	10/13/2022	Quill Corporation	109.03
Bill	10/20/2022	UNUM Life Insurance CO of America	93.32
Credit Card Charge	10/10/2022	UPS	92.54
Bill	10/03/2022	Rocky Mountain Drinking Water	85.52
Bill	10/27/2022	GoliathTech LLC {Ind}	70.00
Bill	10/20/2022	UNUM Life Insurance CO of America	69.66
Credit Card Charge	10/27/2022	ZOOM.US	65.84
Credit Card Charge	10/23/2022	Southwest Airlines	65.00
Credit Card Charge	10/25/2022	Red Buffalo Coffee & Tea	60.18
Bill	10/25/2022	Quill Corporation	57.16
Check	10/31/2022	Employee Benefits Corporation	54.50
Bill	10/20/2022	UNUM Life Insurance CO of America	53.76
Bill	10/20/2022	UNUM Life Insurance CO of America	43.89
Credit Card Charge	10/19/2022	Southwest Airlines	42.00
Credit Card Charge	10/07/2022	CGFOA	40.00
Check	10/07/2022	1st Bank Checking	30.00
Bill	10/05/2022	Quill Corporation	16.77
Credit Card Charge	10/11/2022	Target	15.04
Credit Card Charge	10/26/2022	JOHNNY B GOOD'S DINER	12.77
Credit Card Charge	10/29/2022	Region 12 Loan Fund	10.00
Credit Card Charge	10/02/2022	Adobe Acropro Subs	9.99
Credit Card Charge	10/07/2022	MinuteKey Boulder	8.67
Credit Card Charge	10/25/2022	CBI Records Ck-Net	5.00
			<hr/>
Total 9100 - Indirect			30,518.11

9200 - Office Condo

Bill	10/01/2022	Enterprise Commercial Center Condo Assoc	1,390.57
Credit Card Charge	10/31/2022	Nations Photo Lab LLC	545.29

Risk Ratings Report through 10/31/2022
 By Funding Source, For All Funds
 Grouped by Fund > Subfund

LoanID	Borrower	Fund	Subfund	Loan Amount	Principal Balance	ONE	ONE+	TWO+	THREE+	FOUR+	FIVE+	SIX+	Risk Rating	Rating Date	Reserve Percentage	Reserve Amount
Fund: CDBG, Subfund: CDBG-13-589																
2014-0313	[REDACTED]	CDBG	CDBG-13-589	20,000.00	5,641.83								B. Watch	03/31/2020	10.00%	564.18
2014-0508	[REDACTED]	CDBG	CDBG-13-589	40,000.00	4,316.29								A. Satisfactory	11/30/2020	1.00%	43.16
CDBG - CDBG-13-589: 2 loans				60,000.00	9,958.12											607.34
Fund: CDBG, Subfund: CDBG-16-602																
2017-0914	[REDACTED]	CDBG	CDBG-16-602	250,000.00	173,012.29								B. Watch	03/31/2020	10.00%	17,301.23
2018-0305	[REDACTED]	CDBG	CDBG-16-602	280,000.00	197,397.87								B. Watch	03/31/2020	10.00%	19,739.79
2018-0510	[REDACTED]	CDBG	CDBG-16-602	25,000.00	19,662.90	460.00	460.00	460.00	460.00	460.00	460.00	2,760.00	B. Watch	03/31/2020	10.00%	1,966.29
2018-0913	[REDACTED]	CDBG	CDBG-16-602	98,000.00	24,724.47								B. Watch	03/31/2020	10.00%	2,472.45
2019-0516-1	[REDACTED]	CDBG	CDBG-16-602	95,000.00	80,401.42								B. Watch	03/31/2020	10.00%	8,040.14
2019-0516-2	[REDACTED]	CDBG	CDBG-16-602	50,000.00	22,965.12								B. Watch	03/31/2020	10.00%	2,296.51
2019-1010	[REDACTED]	CDBG	CDBG-16-602	100,000.00	95,554.66								B. Watch	08/04/2022	10.00%	9,555.47
2020-0213	[REDACTED]	CDBG	CDBG-16-602	100,000.00	68,594.52								B. Watch	03/31/2020	10.00%	6,859.45
2020-0326	[REDACTED]	CDBG	CDBG-16-602	51,000.00	29,045.37								B. Watch	03/31/2020	10.00%	2,904.54
2020-0331	[REDACTED]	CDBG	CDBG-16-602	60,000.00	60,000.00	606.00	606.00	606.00	606.00	606.00	606.00	7,272.00	L. Probable Loss	01/10/2022	100.00%	60,000.00
CDBG - CDBG-16-602: 10 loans				1,109,000.00	771,358.62											131,135.87

Risk Ratings Report through 10/31/2022
 By Funding Source, For All Funds
 Grouped by Fund > Subfund

LoanID	Borrower	Fund	Subfund	Loan Amount	Principal Balance	ONE	ONE+	TWO+	THREE+	FOUR+	FIVE+	SIX+	Risk Rating	Rating Date	Reserve Percentage	Reserve Amount
Fund: CDBG, Subfund: CDBG-20-630																
2020-0514 CDBG	[REDACTED]	CDBG	CDBG-20-630	60,000.00	52,441.72	525.00							B. Watch	07/28/2021	10.00%	5,244.17
2020-0910a	[REDACTED]	CDBG	CDBG-20-630	60,000.00	36,082.07								A. Satisfactory	10/15/2020	1.00%	360.82
2021-0408-2	[REDACTED]	CDBG	CDBG-20-630	200,000.00	180,935.03								A. Satisfactory	07/19/2021	1.00%	1,809.35
2022-0113-2	[REDACTED]	CDBG	CDBG-20-630	250,000.00	240,512.65								B. Watch	02/16/2022	10.00%	24,051.27
2022-0714 CDBG	[REDACTED]	CDBG	CDBG-20-630	60,000.00	59,550.89								B. Watch	08/04/2022	10.00%	5,955.09
CDBG - CDBG-20-630: 5 loans				630,000.00	569,522.36											37,420.70
Fund: CDBG, Subfund: CDBG-20-630-Covid																
2021-0311	[REDACTED]	CDBG	CDBG-20-630-Covid	40,000.00	21,190.76								A. Satisfactory	04/21/2021	1.00%	211.91
2021-0610-1	[REDACTED]	CDBG	CDBG-20-630-Covid	93,000.00	83,508.69								A. Satisfactory	06/24/2021	1.00%	835.09
2021-0610-3	[REDACTED]	CDBG	CDBG-20-630-Covid	75,000.00	49,518.98	2,256.25							B. Watch	07/28/2021	10.00%	4,951.90
2021-0708-1	[REDACTED]	CDBG	CDBG-20-630-Covid	210,000.00	188,437.65								B. Watch	01/31/2022	10.00%	18,843.77
2021-0708-2	[REDACTED]	CDBG	CDBG-20-630-Covid	80,000.00	73,318.18								B. Watch	08/10/2021	10.00%	7,331.82
2022-0113	[REDACTED]	CDBG	CDBG-20-630-Covid	80,000.00	73,970.09								B. Watch	03/01/2022	10.00%	7,397.01
2022-0811-1	[REDACTED] ion	CDBG	CDBG-20-630-Covid	400,000.00	400,000.00								A. Satisfactory	09/02/2022	1.00%	4,000.00
CDBG - CDBG-20-630-Covid: 7 loans				978,000.00	889,944.35											43,571.50

Risk Ratings Report through 10/31/2022
 By Funding Source, For All Funds
 Grouped by Fund > Subfund

LoanID	Borrower	Fund	Subfund	Loan Amount	Principal Balance	ONE	ONE+	TWO+	THREE+	FOUR+	FIVE+	SIX+	Risk Rating	Rating Date	Reserve Percentage	Reserve Amount
CDBG: 24 loans				2,777,000.00	2,240,783.45										212,735.41	
Fund: Energize Loans, Subfund: Energize Loans																
2021-0311-E	[REDACTED]	Energize Loans	Energize Loans	20,000.00	11,916.82							B. Watch	06/02/2021	10.00%	1,191.68	
2021-0311-E2	[REDACTED]	Energize Loans	Energize Loans	20,000.00	12,542.20							B. Watch	06/02/2021	10.00%	1,254.22	
2021-0408E	[REDACTED]	Energize Loans	Energize Loans	20,000.00	12,288.81							B. Watch	05/10/2021	10.00%	1,228.88	
Energize Loans - Energize Loans: 3 loans				60,000.00	36,747.83										3,674.78	
Energize Loans: 3 loans				60,000.00	36,747.83										3,674.78	
Fund: Forest Service Loan Fund, Subfund: Forest Service Loan Fund																
2022-0714 FSLF	[REDACTED]	Forest Service Loan Fund	Forest Service Loan Fund	132,650.00	131,646.09							B. Watch	08/04/2022	10.00%	13,164.61	
Forest Service Loan Fund - Forest Service Loan Fund: 1 loans				132,650.00	131,646.09										13,164.61	
Forest Service Loan Fund: 1 loans				132,650.00	131,646.09										13,164.61	
Fund: Revolved, Subfund: Revolved																
2019-0516-1R	[REDACTED]	Revolved	Revolved	295,000.00	250,698.59							B. Watch	03/31/2020	10.00%	25,069.86	
2019-0910	[REDACTED]	Revolved	Revolved	79,500.00	71,098.27	855.00	855.00					F. Foreclosure	01/10/2022	80.00%	56,878.62	
2019-0925	[REDACTED]	Revolved	Revolved	13,580.00	4,625.08	333.00	333.00					B. Watch	03/31/2020	10.00%	462.51	
2019-1216	[REDACTED]	Revolved	Revolved	50,000.00	39,454.58							B. Watch	03/31/2020	10.00%	3,945.46	
2020-0213R	[REDACTED]	Revolved	Revolved	100,000.00	6,036.77							B. Watch	03/31/2020	10.00%	603.68	
2020-0330	[REDACTED]	Revolved	Revolved	100,000.00	39,526.21							B. Watch	03/31/2020	10.00%	3,952.62	

Risk Ratings Report through 10/31/2022
 By Funding Source, For All Funds
 Grouped by Fund > Subfund

LoanID	Borrower	Fund	Subfund	Loan Amount	Principal Balance	ONE	ONE+	TWO+	THREE+	FOUR+	FIVE+	SIX+	Risk Rating	Rating Date	Reserve Percentage	Reserve Amount
2020-0514 R	[REDACTED]	Revolved	Revolved	110,000.00	95,778.36	975.00							B. Watch	07/28/2021	10.00%	9,577.84
2021-0610-2	[REDACTED]	Revolved	Revolved	54,000.00	32,384.07	1,025.24							B. Watch	01/10/2022	10.00%	3,238.41
2021-1014-1	[REDACTED]	Revolved	Revolved	243,000.00	231,257.67	2,608.00	2,608.00	824.00					A. Satisfactory	11/09/2021	1.00%	2,312.58
2021-1014-2	[REDACTED]	Revolved	Revolved	56,000.00	53,110.51								B. Watch	11/08/2021	10.00%	5,311.05
2021-1116	[REDACTED]	Revolved	Revolved	40,000.00	34,042.77								A. Satisfactory	01/10/2022	1.00%	340.43
2022-0113-R9	[REDACTED]	Revolved	Revolved	50,000.00	48,472.94								Unassigned			
2022-0714 R	[REDACTED]	Revolved	Revolved	40,000.00	39,697.26								B. Watch	08/04/2022	10.00%	3,969.73
Revolved - Revolved: 13 loans				1,231,080.00	946,183.08											115,662.79
Revolved: 13 loans				1,231,080.00	946,183.08											115,662.79
Fund: State OEDIT, Subfund: OEDIT-2017																
2020-0910b	[REDACTED]	State OEDIT	OEDIT-2017	30,000.00	18,041.25								A. Satisfactory	10/15/2020	1.00%	180.41
State OEDIT - OEDIT-2017: 1 loans				30,000.00	18,041.25											180.41
State OEDIT: 1 loans				30,000.00	18,041.25											180.41
Report total: 42 loans				4,230,730.00	3,373,401.70											345,418.00

Portfolio Summary Report for All Funds -- ACTIVE ACCOUNTS
By Funding Source
(All transactions)

10/31/2022 05 36 PM

Page 1 of 3

LoanID	Borrower	Close Date	Loan Amount	Principal Balance	Cumulative Pmts		Latest Pmts		Periods Past Due							Days Past	
					Principal	Interest	Amount	Date	ONE	ONE+	TWO+	THREE+	FOUR+	FIVE+	SIX+		
Fund: CDBG, Subfund: CDBG-13-589																	
2014-0313	██████████	05/05/2014	20,000 00	5,641 83	14,358.17	5,453.15	215 34	09/07/2022								< 30	
2014-0508	██████████	05/14/2014	40,000 00	4,316 29	35,683.71	10,408 29	500 00	09/12/2022								< 30	
CDBG - CDBG-13-589: 2 loans			60,000 00	9,958.12	50,041 88	15,861.44	715 34										
Fund: CDBG, Subfund: CDBG-16-602																	
2020-0331	██████████	04/04/2020	60,000 00	60,000 00				05/15/2021	606 00	606 00	606 00	606 00	606 00	606 00	606 00	7,272 00	180 +
2018-0510	██████████	03/20/2020	25,000 00	19,662 90	5,337.10	642 90	460 00	08/04/2021	460 00	460 00	460 00	460 00	460 00	460 00	460 00	2,760 00	180 +
2018-0305	██████████	06/18/2018	280,000 00	197,397 87	82,602.13	45,697 87	4,400 00	09/06/2022								< 30	
2019-0516-1	██████████	05/20/2019	95,000 00	80,401.42	14,598 58	12,521.42	1,130 00	06/05/2022								< 30	
2017-0914	██████████	08/04/2018	250,000 00	173,012 29	76,987.49	41,368 51	2,818 00	09/30/2022								< 30	
2018-0913	██████████	09/24/2018	98,000 00	24,724.47	73,275 53	13,228.47	1,966 00	09/30/2022								< 30	
2019-0516-2	██████████	05/29/2019	50,000 00	22,965.12	27,034 88	5,965.12	1,000 00	09/26/2022								< 30	
2020-0326	██████████	03/30/2020	51,000 00	29,045 37	21,954 63	3,045 37	1,000 00	09/26/2022								< 30	
2019-1010	██████████	11/07/2019	100,000 00	95,554 66	4,445 34	7,050 66	500 00	09/22/2022								< 30	
2020-0213	██████████	02/20/2020	100,000 00	68,594 52	31,405.48	8,144 94	1,501 50	09/22/2022								< 30	
CDBG - CDBG-16-602: 10 loans			1,109,000 00	771,358 62	337,641.16	137,665 26	14,775 50		1,066 00	1,066 00	1,066 00	1,066 00	1,066 00	1,066 00	10,032 00		
Fund: CDBG, Subfund: CDBG-20-630																	
2022-0113-2	██████████	02/16/2022	250,000 00	240,512 65	9,487 35	7,720 65	2,868 00	09/21/2022								< 30	
2022-0714 CDBG	██████████	07/28/2022	60,000 00	59,550 89	449.11	565 89	1,015 00	09/22/2022								< 30	
2020-0514 CDBG	██████████	05/18/2020	60,000 00	52,441.72	7,558 28	6,919.17	525 00	09/22/2022	525 00							< 30	
2021-0408-2	██████████	07/19/2021	200,000 00	180,935 03	19,064 97	9,617 53	2,048.75	09/30/2022								< 30	
2020-0910a	██████████	10/15/2020	60,000 00	36,082 07	23,917 93	4,545 53	1,333 34	09/22/2022								< 30	
CDBG - CDBG-20-630: 5 loans			630,000 00	569,522 36	60,477 64	29,368.77	7,790 09		525 00								
Fund: CDBG, Subfund: CDBG-20-630-Covid																	
2022-0113	██████████	01/20/2022	80,000 00	73,970 09	6,029 91	1,570 09	1,520 00	09/01/2022								< 30	
2021-0708-1	██████████	01/31/2022	210,000 00	188,437 65	21,562 35	7,037 65	2,600 00	10/02/2022								< 30	

Portfolio Summary Report for All Funds -- ACTIVE ACCOUNTS
By Funding Source
(All transactions)

10/31/2022 05 36 PM

Page 2 of 3

LoanID	Borrower	Close Date	Loan Amount	Principal Balance	Cumulative Pmts		Latest Pmts		Periods Past Due						Days Past		
					Principal	Interest	Amount	Date	ONE	ONE+	TWO+	THREE+	FOUR+	FIVE+		SIX+	
2022-0811-1	[REDACTED]	09/02/2022	400,000.00	400,000.00			4,000.00	09/07/2022									< 30
2021-0708-2	[REDACTED]	08/10/2021	80,000.00	73,318.18	6,681.82	4,476.47	858.33	09/16/2022									< 30
2021-0610-3	[REDACTED]	07/28/2021	75,000.00	49,518.98	25,481.02	3,850.23	2,256.25	09/22/2022	2,256.25								< 30
2021-0610-1	[REDACTED]	06/24/2021	93,000.00	83,508.69	9,491.31	5,260.41	1,000.00	09/22/2022									< 30
2021-0311	[REDACTED]	04/21/2021	40,000.00	21,190.76	18,809.24	2,481.02	1,600.00	09/30/2022									< 30
CDBG - CDBG-20-630-Covid: 7 loans			978,000.00	889,944.35	88,055.65	24,675.87	13,834.58		2,256.25								
CDBG: 24 loans			2,777,000.00	2,240,783.45	536,216.33	207,571.34	37,115.51		3,847.25	1,066.00	1,066.00	1,066.00	1,066.00	1,066.00	1,066.00	10,032.00	
Fund: Energize Loans, Subfund: Energize Loans																	
2021-0311-E2	[REDACTED]	06/02/2021	20,000.00	12,542.20	7,457.80	314.70	704.00	09/30/2022									< 30
2021-0408E	[REDACTED]	05/10/2021	20,000.00	12,288.81	7,711.19	322.03	617.94	09/01/2022									< 30
2021-0311-E	[REDACTED]	06/02/2021	20,000.00	11,916.82	8,083.18	317.77	700.00	09/30/2022									< 30
Energize Loans - Energize Loans: 3 loans			60,000.00	36,747.83	23,252.17	954.50	2,021.94										
Energize Loans: 3 loans			60,000.00	36,747.83	23,252.17	954.50	2,021.94										
Fund: Forest Service Loan Fund, Subfund: Forest Service Loan Fund																	
2022-0714 FSLF	[REDACTED]	07/28/2022	132,650.00	131,646.09	1,003.91	1,251.09	2,255.00	09/22/2022									< 30
Forest Service Loan Fund - Forest Service Loan Fund: 1 loans			132,650.00	131,646.09	1,003.91	1,251.09	2,255.00										
Forest Service Loan Fund: 1 loans			132,650.00	131,646.09	1,003.91	1,251.09	2,255.00										
Fund: Revolved, Subfund: Revolved																	
2019-0910	[REDACTED]	10/09/2019	79,500.00	71,098.27	8,401.73	10,159.27	4,275.00	09/06/2022	855.00	855.00							30 +
2021-1116	[REDACTED]	11/18/2021	40,000.00	34,042.77	5,957.23	1,642.77	760.00	09/21/2022									< 30
2019-0516-1R	[REDACTED]	05/20/2019	295,000.00	250,698.59	44,301.41	38,912.59	3,618.00	06/05/2022									< 30
2019-1216	[REDACTED]	12/19/2019	50,000.00	39,454.58	10,545.42	4,844.58	570.00	09/30/2022									< 30
2020-0330	[REDACTED]	04/02/2020	100,000.00	39,526.21	10,473.79	3,074.21	502.00	09/30/2022									< 30
2021-1014-2	[REDACTED]	11/08/2021	56,000.00	53,110.51	2,889.49	2,537.51	603.00	09/30/2022									< 30
2021-1014-1	[REDACTED]	11/09/2021	243,000.00	231,257.67	11,742.33	8,297.67	1,784.00	07/11/2022	2,608.00	2,608.00	824.00						60 +

Portfolio Summary Report for All Funds -- ACTIVE ACCOUNTS
By Funding Source
(All transactions)

10/31/2022 05 36 PM

Page 3 of 3

LoanID	Borrower	Close Date	Loan Amount	Principal Balance	Cumulative Pmts		Latest Pmts		Periods Past Due						Days Past		
					Principal	Interest	Amount	Date	ONE	ONE+	TWO+	THREE+	FOUR+	FIVE+		SIX+	
2022-0714 R		07/28/2022	40,000 00	39,697 26	302.74	377 26	680 00	09/22/2022									< 30
2022-0113-R9		01/25/2022	50,000 00	48,472 94	1,527 06	1,362 04	963 00	08/28/2022									< 30
2020-0514 R		05/18/2020	110,000 00	95,778 36	14,221 64	12,665 04	975 00	09/22/2022	975 00								< 30
2021-0610-2		06/21/2021	54,000 00	32,384 07	8,329.73	1,922 67	1,025 24	09/22/2022	1,025 24								< 30
2020-0213R		02/20/2020	100,000 00	6,036.77	34,500.73	2,046.70	1,501 50	09/22/2022									< 30
2019-0925		10/15/2019	13,580 00	4,625 08	8,954 92	834 08	333 00	08/02/2022	333 00	333 00							30 +
Revolved - Revolved: 13 loans			1,231,080 00	946,183 08	162,148 22	88,676 39	17,589.74		5,796 24	3,796 00	824 00						
Revolved: 13 loans			1,231,080 00	946,183 08	162,148 22	88,676 39	17,589.74		5,796 24	3,796 00	824 00						
Fund: State OEDIT, Subfund: OEDIT-2017																	
2020-0910b		10/15/2020	30,000 00	18,041 25	11,958.75	2,272.79	666 66	09/22/2022									< 30
State OEDIT - OEDIT-2017: 1 loans			30,000 00	18,041 25	11,958.75	2,272.79	666 66										
State OEDIT: 1 loans			30,000 00	18,041 25	11,958.75	2,272.79	666 66										
Report total: 42 loans			4,230,730 00	3,373,401.70	734,579 38	300,726.11	59,648 85		9,643.49	4,862 00	1,890 00	1,066 00	1,066 00	1,066 00	10,032 00		



2022 NLF LOAN POLICY EXCERPT – Risk Ratings

Loan Grades and percentage of loan balance in Allowance for Loan Loss

LOAN GRADE	GUIDING DESCRIPTION	% OF LOAN BALANCE IN ALLOWANCE FOR LOAN LOSS
Satisfactory	Performing As Agreed and well secured	1%
Watch	New Loans - Non Real Estate secured	10%
Substandard	Issue with performance	30%
Doubtful	Concern for full collection	60%
Foreclosure	Foreclosure	80%
Probable Loss	Probable Loss-keep on reports until Charge-Off	100%

ALLOWANCE FOR LOAN LOSS RESERVE

The NLF will maintain an Allowance for Loan Loss (ALL) as an estimate of potential loan losses as a footnote to NLF Loans Receivable. A Colorado Housing and Finance Authority (CHFA) Credit Reserve (CCR) Account may be used as ALL and reported as a footnote to NLF Loans Receivable.

Each loan will be graded and a percentage allowance set aside for each risk class. Loan grading will be updated semi-annually with loan grades reported to the Board via Risk Rating Report.



MEMORANDUM

To: NWCCOG Council
From: Jon Stavney, Executive Director
Date: November 23, 2022
Re: **Revisions to Draft Budgets since October Meeting**

1. **Elevator Program Revenues Update (p. 21)**
 - a. **Adjusted revenues:** Decreased from Draft Budget projections in Sept by \$209,091
 - i. \$84,557 in transfers to other programs still covered by revenues
 - ii. \$87,411 will go into reserves
2. **Indirect (p. 14)**
 - a. **IT Security, Line 6675:** IT contractor Axim has proposed upgraded services from two third-party vendors which are required by the federal government. These were previously contained in the monthly cost of Axiom's bill. Axiom's monthly has also increased by \$600/month. All told, what we are paying for robust IT security today is still less than the cost of a full-time FTE in-house. **Add \$39,000 expense.**
 - b. **Additional Footnote:** ED Salary in Indirect is 45% of total wages
3. **NWCCOG Reserves**
 - a. Replenished with First Bank Loan closed 11/8 for \$744,250
 - b. Establish \$300,000 Inventory Fund for Energy
 - i. from NWCCOG Reserves
 - ii. shows in balance sheet, not budget
 - c. Energy to pay back Reserves in \$50,000/year increments (perhaps more)
4. **Building Fund**
 - a. **Loan Income:** Transfers in and out of Reserves for Building at 210 Spring Creek
 - b. Added mortgage to building budget \$4,643.69/month: One in 2022, 12 months in 2023
 - c. Added estimated final construction costs
5. **Regional Business (p. 35)**
 - a. Reduce State Grant Revenue by \$35,000 (only OEDIT, no DOLA)
 - b. Reduce Pass Through (Expenditures for DOLA and Match) by \$30,000 by
 - i. Subtracting expenditure of DOLA Match of \$50,000
 - ii. Adding expenditure of \$20,000 in for two Elected Official Trainings
 - c. Elected Officials Training
 - i. Add Transfer in from EIP of \$20,000
 - ii. Expenditure under line 7320 Pass Through
6. **Northwest Loan Fund (p. 35)**
 - a. Increased projected 2022 revenues by \$163,000
 - b. **Additional Footnote:** \$400,000 CDBG loan closed in 2022 (shows as funds loaned) but reimbursement to be paid in 2023 not shown in revenues 4100 yet upon Anita's request
7. **Question about Auditors:** older spreadsheet updated and in meeting packet

2023 NWCCOG Wage Ranges



Wage Adjustment: 5.5%

*New Position

PROGRAM	2023 RANGE			% Increase
	MIN	MID	MAX	
Elevator Inspection				
EIP Admin Assistant	\$ 47,475.00	\$ 58,025.00	\$ 68,575.00	5.5%
EIP Operations Manager	\$ 56,970.00	\$ 69,102.50	\$ 81,235.00	5.5%
Elevator Inspector	\$ 69,630.00	\$ 86,061.63	\$ 102,493.25	5.5%
EIP Director	\$ 91,785.00	\$ 117,105.00	\$ 137,150.00	5.5%
Energy Program				
Energy Auditor/Inspector/Trainer	\$ 54,602.58	\$ 67,658.21	\$ 80,713.83	5.5%
Energy Crew Leader*	\$ 51,239.24	\$ 61,223.76	\$ 71,208.28	--
Energy Program Director	\$ 96,005.00	\$ 121,325.00	\$ 146,645.00	5.5%
Energy Efficiency Technician	\$ 39,499.20	\$ 52,111.73	\$ 64,724.25	5.5%
Energy HVAC Technician	\$ 55,867.53	\$ 66,743.52	\$ 77,619.52	5.5%
Energy Program Fiscal Coordinator*	\$ 53,835.60	\$ 64,110.24	\$ 74,385.15	5.5%
Energy Program Manager	\$ 66,523.03	\$ 86,011.51	\$ 105,500.00	5.5%
Energy Outreach Assistant	\$ 40,976.57	\$ 50,112.50	\$ 59,248.80	5.5%
Energy Outreach Coordinator*	\$ 49,242.13	\$ 60,630.85	\$ 72,019.58	--
Energy Outreach Manager	\$ 57,603.00	\$ 70,685.00	\$ 85,138.50	5.5%
Energy Warehouse Manager*	\$ 50,471.20	\$ 57,054.40	\$ 63,637.60	--
Northwest Loan Fund				
Business Loan Assistant	\$ 52,750.00	\$ 56,970.00	\$ 65,410.00	5.5%
NLF Director	\$ 73,850.00	\$ 92,312.50	\$ 110,775.00	5.5%
Vintage				
SHIP Medicare Coordinator	\$ 49,796.00	\$ 60,135.00	\$ 69,102.50	5.5%
Long Term Care Ombudsman	\$ 53,180.97	\$ 65,832.00	\$ 75,168.75	5.5%
Vintage Program Specialist	\$ 54,860.00	\$ 66,728.75	\$ 78,597.50	5.5%
Mobility Manager	\$ 56,743.18	\$ 68,316.26	\$ 79,798.62	5.5%
Vintage Program Specialist Lead	\$ 58,025.00	\$ 71,740.00	\$ 84,400.00	5.5%
Vintage Director	\$ 85,455.00	\$ 100,647.00	\$ 116,313.75	5.5%
Other Programs				
Economic Development Director	\$ 73,850.00	\$ 90,730.00	\$ 107,610.00	5.5%
Broadband Director	\$ 114,641.58	\$ 165,840.73	\$ 190,327.28	5.5%
Indirect				
Office Manager	\$ 53,805.00	\$ 64,355.00	\$ 74,905.00	5.5%
Fiscal Assistant	\$ 53,835.60	\$ 64,110.24	\$ 74,385.15	5.5%
Fiscal Manager	\$ 73,850.00	\$ 105,500.00	\$ 126,600.00	5.5%
Executive Director	\$ 130,000.00	\$ 165,000.00	\$ 190,000.00	0.0%

2021-2022 NWCCOG Salary Survey

Approved Salary Ranges



*Increased Scope

**New Position

PROGRAM	RANGE			% Increase from Current 2016 Range	
	MIN	MID	MAX	MIN	MAX
Elevator Inspection					
EIP Admin Assistant	\$ 45,000.00	\$ 55,000.00	\$ 65,000.00	27%	17%
EIP Operations Manager	\$ 54,000.00	\$ 65,500.00	\$ 77,000.00	53%	39%
Elevator Inspector	\$ 66,000.00	\$ 81,575.00	\$ 97,150.00	12%	21%
EIP Director	\$ 87,000.00	\$ 111,000.00	\$ 130,000.00	32%	38%
Energy Program					
Energy Outreach Assistant	\$ 38,840.35	\$ 47,500.00	\$ 56,160.00	25%	22%
Energy Installer	\$ 37,440.00	\$ 51,475.00	\$ 61,350.00	17%	28%
Energy Auditor/Inspector/Trainer**	\$ 51,756.00	\$ 62,387.00	\$ 76,506.00	23%	21%
Energy HVAC Installer**	\$ 52,955.20	\$ 62,914.13	\$ 73,573.07	N/A	N/A
Energy Program Specialist	\$ 55,100.00	\$ 65,000.00	\$ 80,000.00	31%	27%
Energy Outreach Manager**	\$ 54,600.00	\$ 67,000.00	\$ 80,700.00	N/A	N/A
Energy Program Manager*	\$ 63,055.00	\$ 81,527.50	\$ 100,000.00	50%	59%
Energy Program Director*	\$ 91,000.00	\$ 115,000.00	\$ 139,000.00	N/A	N/A
Northwest Loan Fund					
Business Loan Assistant**	\$ 50,000.00	\$ 54,000.00	\$ 62,000.00	N/A	N/A
NLF Director	\$ 70,000.00	\$ 87,500.00	\$ 105,000.00	40%	40%
Vintage					
SHIP Medicare Coordinator	\$ 47,200.00	\$ 57,000.00	\$ 65,500.00	18%	9%
Lead OTC Ombudsman & RSVP Coordinator	\$ 50,408.50	\$ 62,400.00	\$ 71,250.00	26%	19%
Vintage Data-Support Specialist**	\$ 52,000.00	\$ 63,250.00	\$ 74,500.00	N/A	N/A
Mobility Manager	\$ 53,785.00	\$ 64,754.75	\$ 75,638.50	12%	11%
Vintage Program Specialist Lead	\$ 55,000.00	\$ 68,000.00	\$ 80,000.00	38%	33%
Vintage Director	\$ 81,000.00	\$ 95,400.00	\$ 110,250.00	45%	31%
Other Programs					
Economic Development Director	\$ 70,000.00	\$ 86,000.00	\$ 102,000.00	28%	36%
Broadband Director*	\$ 103,000.00	\$ 149,000.00	\$ 171,000.00	N/A	N/A
Indirect					
Fiscal Coordinator**	\$ 51,029.00	\$ 60,768.00	\$ 70,507.25	N/A	N/A
Office Manager*	\$ 51,000.00	\$ 61,000.00	\$ 71,000.00	75%	63%
Finance Manager**	\$ 70,000.00	\$ 100,000.00	\$ 120,000.00	N/A	N/A
Executive Director	\$ 130,000.00	\$ 165,000.00	\$ 190,000.00	30%	27%

2021-2022 NWCCOG Salary Survey

Prior Year Comparisons



*Increased Scope

**New Position

PROGRAM		2015-2016 Salary Ranges		% Increase from 2009-2010 Range	
Current Position	Previous 2016 Title (if applicable)	MIN	MAX	MIN	MAX
Elevator Inspection					
EIP Admin Assistant	Administrative Assistant	\$ 29,120.00	\$ 43,680.00	14%	14%
EIP Operations Manager	EIP Program Assistant	\$ 35,360.00	\$ 55,670.00	---	---
Elevator Inspector		\$ 58,677.00	\$ 80,517.00	30%	27%
EIP Director		\$ 66,000.00	\$ 94,000.00	19%	24%
Energy Program					
Energy Outreach Assistant	Intake Specialist	\$ 29,120.00	\$ 43,680.00	---	---
Energy Installer	Weatherization Field Worker	\$ 31,990.00	\$ 48,006.00	1%	12%
Energy Auditor/Inspector/Trainer**	Weatherization Auditor/Inspector	\$ 41,995.00	\$ 63,000.00	2%	13%
Energy HVAC Installer**		---	---	---	---
Energy Program Specialist		\$ 41,995.00	\$ 63,000.00	---	---
Energy Outreach Manager**		---	---	---	---
Energy Program Manager*	Weatherization Program Specialist	\$ 41,995.00	\$ 63,000.00	-16%	-2%
Energy Program Director*	Weatherization Field Supervisor	\$ 48,500.00	\$ 80,000.00	-35%	-18%
Northwest Loan Fund					
Business Loan Assistant**		---	---	---	---
NLF Director		\$ 50,000.00	\$ 75,000.00	10%	20%
Vintage					
SHIP Medicare Coordinator	Health Insurance Assistant Coordinator	\$ 40,000.00	\$ 60,000.00	---	---
Lead OTC Ombudsman & RSVP Coordinator	Volunteer Program Coordinator	\$ 40,000.00	\$ 60,000.00	---	---
Vintage Data-Support Specialist**		---	---	---	---
Mobility Manager		\$ 48,000.00	\$ 68,000.00	---	---
Vintage Program Specialist Lead		\$ 40,000.00	\$ 60,000.00	---	---
Vintage Director		\$ 56,000.00	\$ 84,000.00	4%	14%
Other Programs					
Economic Development Director		\$ 54,860.00	\$ 74,860.00	---	---
Broadband Director*	Regional Broadband Coordinator	\$ 50,000.00	\$ 85,000.00	---	---
Indirect					
Fiscal Coordinator**		---	---	---	---
Office Manager*	Administrative Assistant	\$ 29,120.00	\$ 43,680.00	-13%	-1%
Finance Manager**		---	---	---	---
Executive Director		\$ 100,000.00	\$ 150,000.00	10%	6%



EMPLOYEE BONUS POLICY

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	12/01/2022	Date Revised:	
Written By:	NWCCOG Chair and Executive Director		

There are two categories of bonuses at NWCCOG which may be awarded to program teams or employees, each requiring different levels of approval:

1. **Structured Bonuses within a Program:** Exist within a pre-determined structure for the collective performance of a team working on a specific scope or project that meets certain thresholds for performance success and are defined annually or periodically by formulas agreed to between the Executive Director and the Program Director and are subject to funds available. Such bonus structures require a written plan that includes the structure and formula.

For example, the Energy Program cost-sharing program for some fee-for-service sub-programs shares 50% of annually calculated “profits” among Energy Program employees and invests the other 50% of annually calculated “profits” into a “Pay it Forward” fund. After Program Director and Fiscal Manager calculate bonuses based on the formula each year from remaining funds, the Executive Director must annually approve disbursement of those funds. Executive Director must also approve uses and specific requests to utilize “Pay it Forward” funds.

2. **NWCCOG Employee Bonuses:** defined as any payment made to an employee in excess of their annual wages or for additional work above-and-beyond their job description (or reasonably expected scope of work). -All employee bonuses must be approved by the employee’s Program Director and NWCCOG Executive Director
 - a. **Performance:** work performed by a salaried employee that exceeds average work expectations or normal work hours that is deemed “above and beyond,” is of exceptional value, and/or creates cost savings or significant improvements to the program or the NWCCOG organization. For an hourly employee in exceptional circumstances who is not already compensated for that work by overtime may be rewarded with a performance bonus.
 - b. **COLA or Merit: paid** to an employee when an increase is deemed appropriate on a one-time basis without increasing annual wages. May be utilized for an employee who is at top of the wage range or when a program can afford wages in a certain year, but not on an ongoing basis.

Executive Director: An annual or performance bonus may be awarded to the Executive Director. Such bonuses must be approved by the NWCCOG Chair in consultation with the Executive Officers, Executive Committee, and/or NWCCOG Council.

Additional Compensation for Services Rendered: when there is a mutual agreement between an employee and a supervisor and said employee engages in “side” work such as help with office improvements, cleaning, or projects with other programs outside of their job description, the employee will be compensated separately from their annual wages. Such services must be voluntary and may not pay less than the calculated hourly rate for that employee. The scope of work for such services and terms of the agreement must be pre-approved by the employee, their supervisor, and the Executive Director and are subject to funds being budgeted and available.



MEMORANDUM

To: NWCCOG Council
From: Jon Stavney Executive Director, Skippy Mesirow, ELC
Date: Nov 21, 2022
Re: **Additional Budget item – New Electeds Retreat**

NWCCOG Funding: Request transfer of \$20,000 from Elevator Inspection Program Revenues-over-Expenditures into Regional Business budget for one Retreat outlined below and a similar retreat TBD for June after the April election cycle. NWCCOG funds to pay for food and lodging for retreat. Up to 28 attendees pay \$750 fee each for Elected Leaders Collective.

The Project: Local elected officials have little to no formal training for a challenging role. It can be overwhelming to be in so many new situations, operating in a public space, making decisions as a group, interacting with constituents, the media and each other in what is often a hostile environment. Local Elections in NWCCOG region are held in November and in April. The ideal time to train and support newly elected officials is after they have attended a few meetings which is why this training is scheduled roughly 12 weeks into each term. This training is geared to prepare newly elected officials for the unique challenges of their new leadership roles and provide them skills to thrive while doing so. ELC and NWCCOG are collaborating by blending curriculum from ELC retreats and the NWCCOG Elected Officials Workbook for a 1.5 + day retreat.

The Location: The High Country Lodge, a stand-alone retreat center with food and lodging on site in Breckenridge, CO with the capacity for 28 beds, outdoor deck, trail system, firepit, and 6 breakout rooms

The Schedule: retreaters arrive for lunch on Friday, January 27th with the Workshop beginning immediately afterward followed by dinner, group activities into the evening. The Workshop continues all day Saturday until 6 pm at which point participants can depart or stay go out to dinner and stay at the Lodge for an additional night with breakfast provided. (The Lodge is booked for both Friday and Saturday nights for those traveling, and those who want to extend the experience).

Who is this for? Any municipal or county elected official seeking important skills to thrive in the difficult environment of public office such as creating an authentic vision, looking after their own and their peer's mental health in public settings, community storytelling, placemaking, turning roadblocks into building blocks, practicing meeting and media skills, identifying their personal patterns in conflict and setting 90-day conscious goals. Participants will receive complimentary ongoing support from facilitators.

The Presenting Partners: Elected Leaders Collective (www.electedleaderscollective.com) a consulting group based in Aspen led by Aspen City Councilman, Skippy Mesirow and his partner, full-time transformational coach Jamie Butemeyer (www.jamiebutemeyer.com). ELC provides mental health and well-being training to elected officials, and other support services with the mission to "heal our politics."

NWCCOG Executive Director, Jon Stavney has served on a town board for 10 years including a term as mayor, served as a County Commissioner and a Town Manager prior to being at NWCCOG. He has coached, facilitated retreats, and run training for elected officials for 6 years in his role with NWCCOG. The organization published the Effective Elected Official's Workbook in 2022, which Stavney wrote to structure training for elected officials.



MEMO

To: NWCCOG Council
 From: Jon Stavney, Executive Director and Talai Shirey, Office Manager
 Date: November 18, 2022
 Re: NWCCOG Declined Employer Participation in FAMILI Program

Employees were provided notice of NWCCOG decision to decline employer participation in FAMILI Program on November 8, 2022. It was confirmed that UNUM STD does not provide paternity leave; employees interested in paternity leave should consider enrolling in the FAMILI Program. Employees who wish to participate in the FAMILI program were provided the information below and notified that NWCCOG Fiscal will assist with facilitating payments to FAMILI.

You still have the choice to voluntarily opt into FAMILI as an individual: As a Colorado worker, you have the right to opt into FAMILI benefits pursuant to Colorado Revised Statute 8-13.3-514 C.R.S You can either self-elect coverage and submit your employee premium along with your wage data every quarter directly to the FAMILI Division by creating an account at famli.colorado.gov once the online FAMILI portal is live, or your local government employer may assist you. If you create your own online account, you will need the FEIN # of your employer. Please reach out to Talai Shirey for assistance and to review your options. You can learn more about the FAMILI program by contacting the Division at CDLE_FAMILI_info@state.co.us or by visiting famli.colorado.gov

At A Glance	UNUM STD	FAMILI
Eligibility Min Hours/Week Worked	24	32
Premiums	.313 per \$10 of weekly benefit	0.9% of wage
Premium	\$22.92/month paid by NWCCOG (based on \$50k/year)	.9%* of wages; 45% paid by employee *Percentage is subject to change/statutorily capped at 1.2%
Who Pays	Employer	Half state/half employee
Weekly Benefit	60% earnings	37-90% earnings (depending on income)
Benefit max	\$1400/week	\$13,200/year
Coverage	Serious health conditions Injury Normal pregnancy	Serious health conditions Care for family with serious health conditions (not death) Care for new child (adoption or birth/maternity and paternity) Address safety needs (violence/assault) Arrange for military deployment
Maximum period	12 weeks	12-16 weeks

NWCCOG Local Auditors Spreadsheet

Jurisdiction	Auditor	Years	Name	Contact Info	Procurement	Contact
NWCCOG	CliftonLarsonAllen	6 years	Sam Hellwege, CPA	sam.hellwege@CLAconnect.com	No policy, sought service to fix late in 2016	Lead changes by year
Eagle County	McMahan and Associates	17+ years	Mike Jenkins	michael.jenkins@mcmahancpa.com	RFP periodically, ended up with same	Jill Klosterman, Finance Director
Grand County	Hinkle & Company	2 years	Gina Karapetian	gina@hinklecpas.com	5 Year contract subject to annal appropriations	Edward Moyer, County Manager
Jackson County	Rubin Brown	13 years	Russel White	russ.white@rubinbrown.com	No	Matt Canterbury, Administrator
Pitkin County	McMahan and Associates	5 years	Mike Jenkins	michael.jenkins@mcmahancpa.com	All county services are bid every 5 years	Liz Woods, Finance Director
Routt County	McMahan and Associates	9 years			2012-2025	Dan Strnad, Finance Director
Summit County	Eide Bailly	13 years	Sara Kurtz	skurtz@eidebailly.com	No policy after 2023 audit	David Reynold, Finance Director
Aspen	McMahan and Associates	17 years	Paul Backes	paul.backes@mcmahancpa.com	annual renewal	Pete Strecker, Finance Director
Avon	McMahan and Associates	11 years	Paul Backes	970 845-8800	no policy, usually RFP for 3 yr with 2- 1yr ext	Scott Wright, ATM, Finance Director
Basalt	McMahan and Associates	2 years	Paul Backes	970 845-8800	Policy for general professional services	Ryan Mahoney, Town Manager
Blue River	McMahan and Associates	2 years	Paul Backes	970 845-8800	no policy	Michelle Eddy, Town Manager
Breckenridge	Hinkle & Company	1 year	Gina Karapetian	gina@hinklecpas.com	annual contract	Dave Byrd, Director of Finance
Dillon	Hinkle & Company	5 years	Gina Karapetian	gina@hinklecpas.com	annual contract	Carri McDonnell, Finance Director
Eagle	Maggard & Hood	10+ years	Roger Maggard	rmaggard@hnhcpa.com	Been through three name changes, same firm 1973	Jill Kane, Finance Director
Fraser	McMahan and Associates	15 years	Paul Backes	paul.backes@mcmahancpa.com	Rotate lead auditor every year	Rob Clemens, Finance Director
Frisco	McMahan and Associates	23+ years	Billi Lewis, CPA	billi.lewis@mcmahancpa.com	No procurement policy	Leslie Edwards, Finance Director
Glenwood Springs	McMahan and Associates	28 years	Paul Backes	paul.backes@mcmahancpa.com	multiple RFPs-same result. Rotate lead auditor	Yvette Gustad, Finance Director
Granby	McMahan and Associates	20+ years		970 845-8800	RFP Procured by Finance, was Board and Manager	Sharon Sprulin, Finance Director.
Grand Lake	Dazzio and Associates	9 years	Steve Dazzio	303-905-0849	RFP	John Crone, Town Manager
Gypsum	Maggard and Hood	6 years	Joe Hood	jhood@hnhcpa.com	Was Monyhan, Lampman and Hays for many years	Mike Sherven, Finance Director
Hot Sulphur Springs	Hinton Burdick	7 years	Jeff Bauer	jbauer@hintonburdick.com	Will RFP for 2019 audit.	Jessie Webb, Town Clerk
Kremmling	McMahon and Associates	13+ years	Ashley Findley	ashley.findley@mcmahoncpa.com	No procurement policy	Cassidy Bradley, Town Clerk
Minturn	Maggard and Hood	1 year	Joe Hood	jhood@hnhcpa.com		Jay Brunvand, Treasurer
Montezuma						
Red Cliff	Prospective Business Solution	1 year	Uli Keeley, CPA	303-634-2259	Annual contract, with notice to the Auditor at the end of Audit cycle.	Barb Smith, Town Manager
Snowmass Village	Eide Bailly	12 + years	Brent Millspagh	bmillspagh@eidebailly.com	RFP. 3 partner rotations, regular staff rotations	Marianne Rakowski, Finance Director
Steamboat Springs	Eide, Bailly, LLP	13 years	Jeff Burch	jburch@eidebailly.com	No policy, but RFP twice in 10 yrs (same choice)	Kim Weber, Finance Director
Vail	McMahon and Associates	23+ years	Michael Jenkins	970 845-8800	No policy. Town Charter has language: Sec 9.11	Carlie Smith, Finance Director
Walden	Hamblin and Associates, LLC	6 years	Lyman Hamblin	LHAMBLIN@hamblin-cpas.com		Sherry Cure
Winter Park	McMahan and Associates	13+ YEARS	Paul Bacas	(970)845-8800	Town purchase policy is silent on audit	Beth Williams, Fianance and HR Director
Requested by NWCCOG Council: to know how often jurisdictions RFP for auditors, how many different firms are being utilized						



COLORADO

Broadband Office

Governor's Office of Information Technology

Dear Council of Government Leaders,

Thank you for inviting our office to take part in the COG Regional meeting on Friday, Oct. 21, 2022. We value this partnership and look forward to more opportunities to be a part of your meetings and/or provide tools and resources to support your work to expand broadband across Colorado.

The COVID-19 pandemic highlighted the need for access to high-speed internet, and in some cases, the serious lack of access to high-speed internet for some Coloradans. On June 2, 2022, Governor Polis signed [Executive Order 2023 023](#) directing the Colorado Broadband Office (CBO) to lead the effort in Colorado to bring fast, reliable and affordable broadband to 99% of Colorado households by Dec. 31, 2027. Partnerships with community leaders are an integral part of achieving this goal. We're reaching out to begin the conversation and work to bring broadband to your communities, counties and region.

Over the next few years, Colorado is projected to receive \$400 to \$700 million from the federal government for broadband infrastructure and access projects. The CBO is committed to deploying this money to fund projects that provide access, affordability and digital skills for our communities that need it most.

Why is broadband important to your community?

- Community anchor for education, work, health care and access to vital services
- Attraction and retention
- Economic growth
- Higher levels of education lead to higher incomes
- Improved real estate values
- Equitable access to the modern economy for everyone in the community

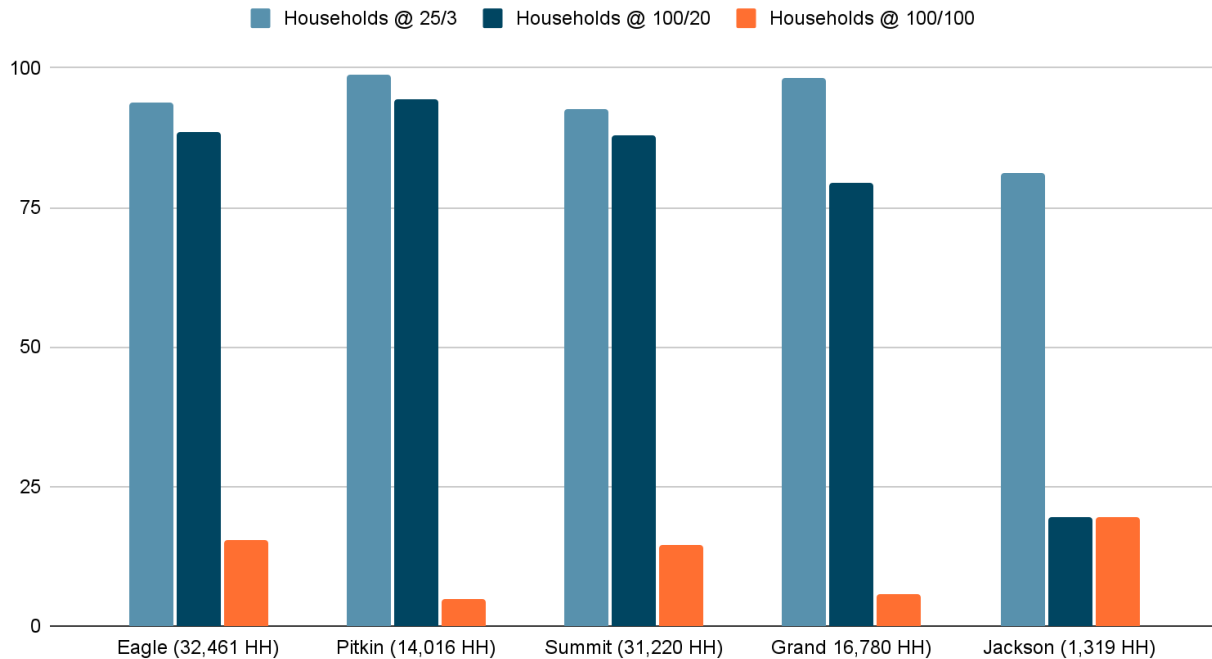
CBO now has a fully-staffed mapping and data team working with Internet Service Providers and communities to build the most accurate broadband coverage maps possible. This team is also working on data that we, as a state, will use to challenge any discrepancies on the Federal Communications Commission's (FCC) nationwide broadband coverage map. The FCC map will determine the amount of broadband

funding Colorado will receive from the [Broadband Equity, Access and Deployment \(BEAD\)](#) grant program in 2024 so it is imperative we are accurate in this work.

Broadband in Region 12

A look at broadband speeds by county in your region. More information can be found on the [Colorado Broadband Map](#).

Broadband Speeds (MBPS) in Region 12



Legend: HH = Total households (per 2019 ACS data)

Community Broadband Needs Survey

You know the broadband needs of your region and the stakeholders best. **We are asking for your support to ensure information about broadband projects and grants from our office makes it into the hands of relevant broadband stakeholders in your region.** This is a historic investment in broadband, and it is our job to work with our community and industry leaders to ensure this money gives broadband access to the Coloradans who need it most.

As the CBO prepares to deploy millions in broadband grant funding, we recognize that many of the communities in need of broadband service may not have the capacity to develop and manage a broadband project or plan. With that in mind, we have developed a Community Broadband Needs Survey to better understand how we can assist communities across Colorado who are looking to attract or improve broadband

services. We welcome your feedback on topics such as grant writing, mapping, engineering, project management and more. This survey will close on Nov. 11.

[Fill out the Community Broadband Needs Survey](#)

Please forward the Community Needs Survey to broadband stakeholders in your region

We've provided you with a letter that you can send to broadband stakeholders in your region. Stakeholders may be anyone who has a need for improved broadband access (infrastructure), assistance with digital skills (learning how to use internet, devices, etc.) or help making the internet more affordable for residents. This may include city and county government contacts, local libraries and school districts, multi-use facility owners (e.g., apartments, strip malls, etc.), health care facilities, public safety officials (e.g., fire stations, police stations, etc.), or business owners. We want to hear the needs of everyone at stake.

- Copy and paste letter to broadband stakeholders: [Letter for broadband contacts in your region](#)

Get involved in the FCC Challenge Processes

In November, the FCC plans to release the new broadband maps based on detailed and precise broadband availability data. As mentioned above, these maps will determine the amount of broadband funding Colorado will receive from the BEAD program. There are a number of challenge processes for the data in the FCC maps, and CBO is working to ensure the data is as accurate as possible. Please reach out to the Broadband Data Team at oit_BroadbandData@state.co.us to discuss how you can contribute to or participate in the challenge processes!

We have also relaunched our [Speed Test Survey](#) to collect information that will support the challenge process. Please share the Speed Test with your communities! <https://gis.colorado.gov/speedtest/>

Engage with the Colorado Broadband Office

It is our goal to visit every region over the next few months. We will be reaching out soon to find a time and plan for that meeting.

In the meantime, meet the team and email us at OIT_Broadband@state.co.us any time!

Meet our Programs team - visit the Advance Colorado Broadband website to contact your region's program manager.

Meet our Community Engagement Specialist: Delia Sanchez, delia.sanchez@state.co.us

Meet our CBO Communications Team:

- Lauren Francis, lauren.francis@state.co.us
- Kristy Gantzer, kristy.gantzer@state.co.us

Community Engagement

We encourage community leaders and industry professionals to contact our office if you would like us to attend a meeting or hold a call with your broadband committee. If you would like to request a CBO staff member attend your meeting or event, please contact OIT_Broadband@state.co.us or delia.sanchez@state.co.us.

Advance Community Leader Roundtable

We invite local government leaders, school districts, health care facilities, public safety officials, multi-use facility owners and anyone else who should be involved in building broadband in your community to attend. There will be a topic of discussion and Q&A session during each call, which **occurs on the third Wednesday of every other month.**

- Register at <https://broadband.colorado.gov/advance-colorado-broadband>

We are ready to help you make connections to providers and develop public-private partnerships to ensure the best possible use of this once-in-a-generation investment in broadband. We are here to be a resource to you.

Thank you,
The Colorado Broadband Office



COLORADO

Broadband Office

Governor's Office of Information Technology

A biggest ever in Colorado for battery storage

Nov 2, 2022



Tiny now, like a pebble, lithium-ion battery storage in Colorado will soon be like a boulder. What else is needed to complete this emissions-free jigsaw puzzle?

by Allen Best

The 13,500 solar modules sandwiched by hillsides of sagebrush, piñon and juniper near Glenwood Springs capture the eyes. It's the four shipping containers of lithium-ion batteries, capable of five megawatts of storage, that will briefly set a new high mark for Colorado.

Battery storage is coming on in Colorado. This project narrowly eclipses the previous record in Colorado set four years ago. Late next spring, the 275 megawatts of battery capacity planned by Xcel Energy at Pueblo and in Adams County will dwarf this record of 5 megawatts. More yet will be coming after that.

We need storage to complement the intermittency of the renewables but also because this makes economic sense. This transition to an energy system with fewer emissions has so far slowed or stopped increased costs in prices of electricity. If only we could be so lucky with organic food.

Storage capacity within Colorado will rise significantly in the next five years. Imagine driving on Interstate 70 across the Great Plains into Denver. In the city's western suburbs, the highway rises slightly. In this analogy with battery storage, we're still in the suburbs. Lying immediately ahead is the sharp rise to Floyd Hill with plenty of uphill beyond.

Mike Kruger, the chief executive of Colorado Solar and Storage Association, a trade organization, rejects this analogy. Instead of uphill struggle, he describes downhill glide. Lithium-ion storage will expand, he explained, because of rapidly declining costs that parallel those of solar panels a decade before.

In his view, we're about to descend from Loveland Pass.

"Imagine the tiniest thing you can think of," Kruger said at a Colorado Renewable Energy Society webinar. "That's storage in Colorado today. Now think of the biggest thing you can think of. That will be energy storage in the future."

All of Colorado's larger utilities plan significant storage but in somewhat different ways. Platte River Power Authority recently received 31 bids for various non-carbon generation and storage proposals in and near the four communities it serves in northern Colorado. For example, Estes Park, whose frightened residents had to flee in 2020 as two megafires approached, might need both storage and solar panels if power deliveries get interrupted.

Wildfire threat also figures into the solar and storage at the college campus near Glenwood Springs. Should outside power be cut off, students could shelter in place.

Colorado Springs Utilities, the state's fourth largest utility, is soliciting bids for batteries with 400 megawatt-hours of storage to become operational in 2024. Utilities spokesman Steve Berry predicts growing importance of battery storage as long as the technology becomes increasingly cost-effective, efficient and reliable.

"Battery storage will help us better manage the intermittent characteristics of renewable energy, but it will also provide greater grid resiliency, help insulate customers from market volatility, and help us modernize our grid for emerging technologies," he says.

We are also beginning – just beginning – to see batteries in homes and businesses. In a program called Power+, Holy Cross has assisted in placing batteries at 68 homes and businesses. Supply chain issues have 122 still on the waiting list. It is doing this partly to learn how to draw on these batteries to meet peak demands, such as when the snowmaking guns at Aspen and Vail power up as temperatures dive during November evenings.

Now come state and federal programs that Kruger describes as a “really amazing confluence of incentives” via tax rebates. A new Colorado law will award an income tax credit equal to 10% of the purchase price for storage systems purchased in 2023 and 2024. The systems are also exempt from sales tax. The federal Inflation Reduction Act provides an even bigger tax incentive of 30%.

Xcel customers will be eligible for additional incentives next year: \$500 per kilowatt of storage up to 50% of the cost of the battery and \$800 per kilowatt for Income-qualified (up to 75% of the cost of the battery)

Supplies of batteries remain tight, but manufacturing capacity has been ramping up and prices should fall. *Globally, capacity grew by a third last year to reach 600 gigawatt-hour in manufacturing capacity. Wood Mackenzie, a consultant, reports 3,000 gigawatt-hours being planned or under construction.*

In “The Big Fix,” Aspen-reared Hal Harvey and co-author Justin Gillis describe how scaling up of industrial process has caused prices of everything from Model T’s to computer chips to tumble. They call it “the learning curve.” The most recent examples were wind and then solar.

Cheaper lithium-ion batteries alone will not alone allow Holy Cross and other utilities to realize their goals of 100% emissions-free electricity by 2030. We also need longer-term storage. Options include molten salt, hydrogen and pumped storage-hydro, the latter a technology use in Colorado since the 1950s that remains the state’s largest “battery.” Nuclear and geothermal are other options. All will take time to deploy. Likely a decade.

For now, it’s time to charge the batteries.

Author Recent Posts



Allen Best

Allen Best is a Colorado-based journalist who publishes an e-magazine called Big Pivots. Reach him at allen.best@comcast.net or 720.415.9308.

Follow Me

Related Posts:

- [Battery storage next at Hayden?](#)



Pitkin County Board of County Commissioners
530 E. Main Street
Aspen, CO 81611

October 27, 2022

Senator Michael F. Bennet
United States Senator
261 Russell Senate Building
Washington, DC 20510

Dear Senator Bennet,

Thank you for your continued leadership for the people and environment of Colorado. The Farm Bill will be coming up soon for your consideration, and Pitkin County requests that you continue to support partnerships between local communities and the U.S. Forest Service through redevelopment opportunities on Forest Service land holdings.

Pitkin County, along with Roaring Fork Transportation Authority, Colorado Mountain College, City of Aspen, Aspen Valley Hospital, and Aspen School District are collaborating with our local White River National Forest staff to develop new facilities, including workforce housing, to meet needs for the Forest Service and government service providers in the Roaring Fork Valley. This is an exciting project that has the potential to support community and Forest Service needs for decades to come. However, this project may be held back due to some aspects of the Farm Bill.

To support this work and ensure this critical community project comes to fruition, Pitkin County is requesting that you bring the following considerations into the upcoming conversations about the Farm Bill.

- 1. Extension of time for lease negotiations.** The conglomerate of partners are working diligently in creating a project that the Forest Service and community can embrace. However, we do not want to be rushed by the expiration of the 2018 Farm Bill. **We request that the lease program be extended for an additional 5 years.**
- 2. Lease Length.** Currently there is concern among our partners that the Forest Service is limited to only a 30–50-year land lease. The economics of development in mountain towns, particularly with construction inflation, make this partnership less attractive under those lease terms. **We ask that the Forest Service have explicit authority in the Farm Bill to enter into 100-year leases in exchange for the benefits of substantial local investment.**

- 3. Allow credit for off-site accommodation of Forest Service needs.** Currently the interpretation of the Farm Bill and supporting rule making omits the possibility for a community to receive credit for supporting the local ranger district with land and buildings off-site from the Forest Service parcel. At the Aspen site it has become a major constraint to provide warehouse, shop, visitor, and administrative office space in a residential neighborhood, along with new housing. These needs could be better met on land owned by some of our partners. Receiving credit for making these improvements for the Forest Service through a mutual lease would assist in utilizing the right location for the right type of compatible activities. **We request that local communities have the flexibility to support the Forest Service with non-forest service lands and that credit for meeting those needs off-site be included in the calculation of local community contributions.**

Thank you, Senator, for your continued support and belief in partnerships. We would greatly appreciate any assistance you can provide by making these clarifications in the next Farm Bill.

Please reach out with any questions or comments.

Sincerely,

A handwritten signature in blue ink that reads "Patti Clapper". The signature is written in a cursive, flowing style.

Patti Clapper, Chair
Pitkin County Board of County Commissioners



Northwest Colorado Council of Governments

Economic Development District (EDD) Board Meeting

October 27, 2022

Hybrid Meeting (“Present” means on the call)

Council & EDD Board Members Present:

DiAnn Butler, Grand County Economic Development
Melanie Leaverton, Jackson County Tourism
Patti Clapper, Pitkin County
Thomas Fridstein, Town of Snowmass Village
John Bristol, Routt County
Geoff Grimmer, Town of Eagle
Cory Mihm, Summit County
Ashley Perl, Pitkin County

Other Present:

Christina Oxley, Colorado Workforce

NWCCOG Staff:

Rachel Tuyn
Jon Stavney
Becky Walter

Call to Order:

DiAnn Butler, EDD Chair, called the Economic Development District (EDD) Board meeting to order at 12:32 pm. Roundtable introductions were completed, and a quorum was present for the group.

Approval of July EDD Board Meeting Minutes

M/S: Corey Mihm/Patti Clapper to approve the August 2022 EDD Board Meeting Minutes as presented.

Passed: Yes

Planning Partnership Grant and CEDS Update

NWCCOG has applied for a new year of the EDD Planning Partnership grant. Rachel presented on details, including budget and scope of work. See packet for slides.

We are 1 year into 5 years CEDS. See packet for details of progress and accomplishments within the past year.

Quarterly Regional Economic Update

The Northwest Region has lower unemployment rate than the rest of the country. Average hourly earnings are still lower than both Colorado and the US, but there are several companies raising minimum wages within the region. Regional economies are still drive largely by accommodations and food service (26%). Healthcare, construction, administrative & waste services sector, professional & technical services sector have the highest wages. Construction, public administration, healthcare, and accommodation & food services are showing the largest growth across the region.

Macro-economic trends are downward: CCI, PSI, EI are all down, and inflation is high.

More information can be found in the packet or on the website.

Patti Clapper/Melanie Leaverton: Giving employees a raise or bonus can put them out of earnings brackets to qualify for food, housing, etc assistance program. Farm bill helps with this.

Regional Data Coordination:

Cory Mihm/Christina Oxley/DiAnn Butler: Suggested working group on data. It would be beneficial for region to unify data.

Jon Stavney: Would like to see analysis and report of working group data.

Workforce Update

Christina Oxley: Hosting presentation on 10/31: "Where are all the Workers?". Focus will be on how to support employers in finding and retaining employees. She also noted that solving childcare and housing are also crucial to providing workforce.

Rachel Tuyn: Erin Young, CDLE "Employer Coach" will be presenting at the Dec 1 EDD meeting on this as well.

Christina Oxley: According to a study the "No one wants to work" has been a recurring theme since the late 1800's. This indicates that there might be more to be examined here on the employer side.

New Business and Recommendations for Upcoming Meetings

Short term rentals: A complete study of STR policies in the region would be beneficial. Many STR policies in our region are contingent on the midterm elections. Currently there is not a comprehensive study to summarize and compare this data. Jon and Rachel would like to do a "point-in-time" report on this within the next year.

Other items for January:

Electing Officers

Reviewing bylaws

Member Updates

Patti Clapper: Vote! The only ballot question in Pitkin County is a mill levy question to support the ambulance district. She is running unopposed and is automatically re-elected for 4 more years.

Corry Mihm: Transitioning from the Summit Prosperity Initiative to the Summit Economic Partnership. It is now approved as a 501c6 and can now move forward with planning and projects.

DiAnn Butler: Just went under contract with consultants for an EDA project to develop a resiliency economic plan. This coincides with other responsible tourism plans. They also received \$3.1 to create a live-work space through the Polis Community Revitalization Plan.

Melanie Leaverton: Jackson recently had a meeting with the housing authority to move forward on workforce housing. Also preparing for Christmas celebration.

Adjournment:

M/S: Patti Clipper/Thomas Fridstein adjourned the EDD meeting at 1:48 pm.

Passed: Yes

DiAnn Butler, EDD Chair _____

Date _____



MEMORANDUM

To: NWCCOG Economic Development District Board of Directors
From: Rachel Tuyn, EDD Director
Date: November 18, 2022
Re: **Short-Term Rental Tax Information – Update since 11.8.22 Election**

Short-term rentals are a topic affecting communities across and adjacent to the NWCCOG Region. It was requested at the August 22 EDD board meeting to have a summary of STR taxes in place now, and proposed taxes on individual community ballots for this upcoming election on November 8, 2022.

This memo is to provide an update to the memo that was in the 10/27/22 EDD board meeting packet regarding STR taxes for NWCCOG and CAST members. This memo provides an update on the summary of STR taxes and list of regulations including information on the results of the 11/8/22 election. The attached spreadsheet provides a list of all NWCCOG and CAST member jurisdictions, taxes related to STRs (lodging and excise taxes), as well as a link to STR regulations (if they have them).

Results from Nov. 8, 2022:

Short-term rental taxes were considered in:

- ◆ **[PASSED] Aspen** – Aspen City Council approved a ballot question that would impose an additional 5% or 10% in taxes on STRs, depending on whether the unit is owner-occupied. That would put the tax rate for an STR at 21.3% (STR plus lodging tax), if voters pass the measure. Funds from this tax will be used to fund affordable housing, infrastructure maintenance and environmental initiatives.
- ◆ **[PASSED] Carbondale** – 6% excise tax to fund affordable and attainable housing programs and projects.
- ◆ **[PASSED] Dillon** – 5% excise tax to fund community projects and services addressing visitor impacts.
- ◆ **[FAILED] Grand Junction** – to fund affordable housing programs.
- ◆ **[PASSED] Steamboat Springs** – to fund affordable and attainable housing projects and associated infrastructure Improvements; If Steamboat voters approve the proposed 9% tax, it would push the tax rate on STRs in the city to 20.4%, though council members have emphasized the measure allows them to tax up to 9%, and doesn't require a rate that high.
- ◆ **[PASSED] Summit County** – 2% excise tax on STRs - The tax would put 2% on the rental fee, price, or other consideration paid or charged for the leasing, rental, sale or furnishing of a room or accommodation for a short-term period, defined as a period of less than 30 days,
- ◆ **[PASSED] Glenwood Springs** – 2% lodging tax (not just on STRs); Once paired with another 2.5% lodging tax and other local sales taxes, STR stays would be taxed at a rate of 13.6% in Glenwood.

The following spreadsheet provides a summary of all NWCCOG and CAST member communities, taxes pertaining to STRs (excise and lodging), and a link to STR regulations (if they have them).

STR Taxes and Regulations

as of 11/18/22 (reflects 11/8/22 election results)

	Lodging Tax	Excise Tax	STR Regulations
NWCCOG Members (* indicates CAST member as well)			
Eagle County	2.0%		https://www.vaildaily.com/news/eagle-county-examining-short-term-rental-regulations/
* Avon	4.0%	2.0%	https://www.avon.org/692/Accommodations-Tax
Eagle	6.0%		https://www.townofeagle.org/958/Short-Term-Rentals-Permits-Lodging-Tax
*Basalt	4.0%		
Gypsum	2.0%		
*Vail	4.5%		https://www.vailgov.com/government/departments/finance/short-term-rentals
Grand County	1.8%		https://www.co.grand.co.us/943/Short-Term-Rentals
*Fraser	1.8%		https://www.frasercolorado.com/303/Short-Term-Rental
*Granby	1.8%		https://www.codepublishing.com/CO/Granby/html/Granby05/Granby0520.html
*Grand Lake	1.8%		https://www.townofgrandlake.com/administration/page/nightly-rental-licenses
*Winter Park	1.8%		https://wpgov.com/good-neighbor/
Jackson County			
Walden			
Pitkin County			https://pitkincounty.com/1431/Short-Term-Rentals
*Aspen	2.0%	5% or 10%	https://www.aspen.gov/DocumentCenter/View/8863/STR-Program-Guidelines_92122_Final?bidId=
*Snowmass Village	2.4%		https://www.tosv.com/531/Short-Term-Rentals
Routt County			
*Steamboat Springs	1.0%	9.0%	https://steamboatsprings.net/str
Summit County		2.0%	https://www.summitcountyco.gov/1221/Short-Term-Rentals
*Blue River	3.4%		https://townofblueriver.colorado.gov/lodging/short-term-rental
*Breckenridge	3.5%		https://www.townofbreckenridge.com/your-government/short-term-rental-licenses-and-regulations#!/
*Dillon	6.0%	5.0%	https://www.dillonco.gov/business/dillon-short-term-rental-str
*Frisco	2.35%	5.0%	https://www.frisco.gov/departments/finance/sales-and-lodging-tax/short-term-rental-license-application-process/
*Silverthorne	6.0%		https://www.silverthorne.org/town-government/finance-administrative-services/short-term-rental-licenses?locale=en
*Glenwood Springs	4.5%		https://www.cogs.us/333/Vacation-Rentals
CAST Members			
	Lodging Tax	Excise Tax	STR Regulations
Carbondale	2.0%	6.0%	https://files4.1.revize.com/carbondaleco/6-15%20Short%20Term%20Rental%20License%20Application%20Packet.pdf
Crested Butte	4.0%	7.5%	https://crestedbuttenews.com/2022/08/crested-butte-tackling-new-vacation-rental-regulations/
Durango	5.25%		https://www.durangogov.org/800/Vacation-Rental-Information
Estes Park	2.0%	2.0%	https://estespark.colorado.gov/vacationhomelicensing
Gunnison	4.0%		
Leadville	4.92%		https://cityofleadville.colorado.gov/short-term-rental-licensing
Mt. Crested Butte	4.0%	4.9%	https://mtcb.colorado.gov/short-term-rentals#:~:text=As%20of%20September%201%2C%202021,you%20will%20need%20to%20apply.
Mountain Village	4.0%		
Ouray	3.5%	15%	https://www.cityofouray.com/city_offices/community_development_vs3/short-term_rentals.php
Pagosa Springs	6.9%		https://www.pagosasprings.co.gov/home/news/new-ordinance-updates-rules-short-term-rentals
Salida	\$15 per room nite		https://www.cityofsalida.com/clerk/page/short-term-rentals#:~:text=In%20the%20residential%20zones%20(R,each%20short%2Dterm%20rental%20property.
Telluride	2.0%	4.5%	https://www.telluride-co.gov/DocumentCenter/View/260/Understanding-Short-Term-Rentals-Info?bidId=