

Fountain Economic Development Commission Meeting

February 9, 2015

MINUTES

Chair Jennifer Herzberg called the meeting to order at 5:35 pm. Commissioners present were Tom McGrew; Wandaleen Thomas; Greg Welch and Darlene Cruz; additional there were Fountain's Economic Development (ED) Manager, Kimberly Bailey; Best & Brightest Intern, Andrew Ward; and public guest Renee Green present.

First business, the Chair asked for approval of the minutes of both December 8, 2014 and January 12, 2015, meetings. Welch moved to approve the minutes, seconded by Thomas, passed unanimously by the Board.

UPDATES discussed by the Commission

1. ED Manager Bailey asked the Board to provide a status update on the search and recommendations for a new Xofficio for the EDC. Welch had suggested General McLaughlin, x-military who now operates a soldier to workforce transition company Welch needed to do a second follow up to gauge interest. McGrew had suggested Jessica, next door neighbor who is a former military and now works for El Paso County but would like to encourage her participation at a board member level vs. Xofficio. Herzberg mentioned she still hasn't been able to make a connection with Chuck Moneypeg, x-military and AUSA president. Bailey mentioned the following updates on her referral outreach contacts: Council Member Thomas was unable to provide support due to four recent taps of military for other capacity needs identified; the new Chief of Police Heberer offered his services for the role, however that was against city policy for staffers on a board of influence, but he would continue his outreach on EDC behalf; PT Analysis/Fountain PD Green has been asked for recommendations and he was due to circle back with Bailey within the week.
2. Bailey had provided an update on position vacancies, as the EDC heads into its new year month of March. Bailey has made several attempts to outreach with Cheryl Branch to talk one-on-one on her interest and ability to be reappointed to the EDC board for another term. Unfortunately, there has been no response from Branch. She inquired with Board members if they had a better connection to approach her on re-appointment and serving the EDC board? No board member expressed they had a stronger connection to assist. Bailey shared that there have been quite a few changes in Branch' personal and business life that may curtail her time to serve, as she hasn't been to a meeting since Bailey had stepped in around October 2014. Bailey advised she would continue to try a few more attempts, including stopping by her business to make every attempt to connect on the topic, as a non-response is not inferred as a "NO" at this time. In addition, the one vacant position since 2013 had been advertised in the newspaper 3xs for the

month on January, without any applications. Bailey shared she had leads on two new possible recruits; Advanced Logistics and Software Small Business Owner. She requested the Board' approval to reach out to these two leads that appear they could add value to the EDC. The Board was interested in their backgrounds and directed Bailey to pursue contact and gauge their interest in becoming a member of the board. At this time, no other recommendations were suggested by the board as candidates to fill the one and possible two vacant positions as we head into the new year March 2015.

3. At the close of the last meeting, the board left the discussion on "host meeting formats" open for continued discussion at the February meeting. The option is to consider hosting in-person meetings quarterly with the other bi-monthly meetings to be hosted via conference call. The City Charter mandates the EDC must meet monthly and report to the City Council, but has latitude on how to functionally host the meeting. McGrew and Welch, felt the option of hosting a monthly meeting via a conference call is something that has value at times of the year when things are slower (summer/holiday season) but probably wasn't best to establish a set schedule of conference calls. Wandaleen and Cruz concurred with that mindset. The board continued a roundtable discussion on the topic and ended with the following direction: The Board will plan to host its meetings in person, at that time of agenda preparation it will be determined if the materials identify warrants a physical meeting at City Hall or a conference call. The EDC monthly meetings have a set schedule of 5:30pm on the second Tuesday of each month; it's just at the discretion of the EDC President and ED Manager if the meeting will take place in person or via conference call. This decision would be shared at the time of agenda and prep-materials distributed by the ED Manager to the EDC. The conference call would be dispatched from City Hall, therefore any public attendees would still be able to sit in and attend an EDC meeting (mitigating any conflict of concern).
4. Bailey provided a revised draft version of the EDC Ordinance and the specific verbiage change areas were highlighted in grey, which included: 2.17.040 and 2.17.060. **Section 2.17.040** was in need of further clarification on Term of Office. Recommendation to better stipulate the rotation basis of one or two year terms of new members with the option of renewal. Welch sought a better re-clarification of the 1-year service term under Section 2.17.060, McGrew agreed. **Section 2.17.060** was in need of further clarification of the definition on a Quorum. Recommendation to define as a minimum of three or more board members in attendance. The board members agreed to this change. Bailey will update the EDC Ordinance and provide a final draft to the Board for adoption at its March 2015 new year meeting. At which time, the ordinance will be submitted to the City Clerk as new record on file.

NEW BUSINESS topics discussed by the Commission

1. ED Manager Bailey provided a recap update on the Investing in Manufacturing Communities Partnership (IMCP) Front Range application that former ED Director Cochrun had been

involved with in early 2014. The IMCP was an EDA federal program where communities were encouraged to submit for grant funding to support manufacturing initiatives and reshore manufacturing in the U.S. The City of Fountain was included with the Front Range application coordinated and submitted by the Governor's office. The Front Range was not awarded the program with the Governor's office advising the State they would not submit for Phase II Communities' application round. However, the Governor's office did share that due to the Front Range initial application Colorado was selected to receive grant funding for the federal SMART program. The SMART program entails the establishing of three manufacturing incubators in the State, Denver, Ft. Collins, and Colorado Springs. The Governor's office has a tight timeframe of two years, mandated by the feds, to have the incubator facility operational, programs established, and an organic growth model to attract and support manufacturing businesses along the Front Range. Bailey expressed she's offered her name to the Governor's SMART team to be a part of the SMART incubator planning process.

2. ED Manager Bailey provided an update on the Enterprise Zone Infrastructure Fund where the City of Fountain is collaborating with El Paso County on the submittal of an application. The application consists of requesting approval from the State's EDC for the area of Bandle Drive, which resides within the Enterprise Zone, to qualify for the Corporate Community Tax Contribution Program (CCTCP). This means any business, property owner, or for-profit entity that would expense funds toward infrastructure improvements to Bandle Drive would be allowed to claim 25% of those expenses as a tax refund at the end of the year on their State Corporate Taxes. This program would significantly aid with the infrastructure needs of Bandle Drive and further support business development/job creation in the community. Welch asked if Chuck Murphy was still on the State EDC Board, and if so, then suggested we work alongside Murphy to help steer support for the application. Bailey stated she would verify if Murphy was an active board member with the State EDC. (Post follow up: Murphy is an active board member)
3. ED Manager Bailey wanted to share some latest business development activity with the EDC. These updated included: A Pikes Peak International Raceway (PPIR) development map was shared on the latest plans for the site with the new business ownership as of January 2015; SCOTTS Miracle Grow recently attended a site tour with the city to identify sites for the expansion of a new facility; Windish RV Center is seeking to purchase 17 acres on Bandle Drive to establish their Southwest division; Love's Station on Bandle Drive is in need of expanding its facility due to Semi-Trucks and RV drive offs at the site, with ED Manager and Intern prepping a proposal for Love's to consider the City's outreach request; Fountain Shopping Center at north US85 is currently bank owned and the ED department is working to develop a marketability packet to assist the Bank Owner and Real Estate Broker to better market the site for new retail development interests with Security Water offering to cover the costs of installing a water main to service the new site project.

DISCUSSION topics discussed by the Commission

1. ED Manager Bailey shared that the B&B Intern Ward will start to deliver an end of month Activity Update report to EDC. The report is derived from weekly updates the ED Manager Bailey provides the City Manager Trainor. The information is deemed equally beneficial to the EDC. At the monthly EDC meeting, the ED Manager Bailey would be glad to elaborate on details the Board' topic of interest from that report.
2. It appears at some point in 2014, the concept of attending business site tours was poised to the EDC, however there were no further notes on the topic in EDC archives. Therefore, the ED Manager asked if board members might be interested in attending 1-hour site tours that could be arranged with local businesses? If so, members were asked if there were best times of day to attend such events? Chair Herzberg shared the concept came about with TransWest offering a tour but it never materialized. Overall the board appeared quite interested to attend such items and expressed the following windows of availability: Tuesdays or Wednesday either mornings or later afternoons. ED Manager Bailey mentioned she was finishing up her introductory meetings with local businesses and would then re-approach a few to plan site tours, estimating one or two could transpire within 2015.

The Chair asked for announcements. None were proposed, the Chair asked about further business topics. None were proposed. Cruz moved to adjourn, seconded by McGrew, passed unanimously at 7:15 pm.



Kimberly Bailey, Secretary

3-10-15

Date