

Agenda

embrace colorado

Members Meeting

January 19, 2009
4:00 p.m. – 5:30 p.m.
Hahn Conference Room
2725 Rocky Mountain Avenue
Loveland, CO

- | | |
|---|--------|
| A. Approval of Minutes (December 15) | 05 Min |
| B. Status - Contracting w/CDOT | 05 Min |
| C. Board Membership | 20 Min |
| a. Bylaws Amendments Resolution | |
| b. Discussion of New Candidates (02) | |
| D. 2009 Budget & Work Plan Adoption | 20 Min |
| E. Fund Raising | 15 Min |
| i. Status of Effort | |
| 1. Business Support | |
| a. Burns Marketing | |
| b. Ecology & Environment, Inc. | |
| c. Colorado Equipment Dealers Association | |
| 2. Foundations | |
| a. Community Foundation of Northern Colorado Effort | |
| b. El Pomar Foundation (1/15) | |
| ii. Vestment of Board Members | |
| 1. Make checks payable to Embrace Colorado | |
| iii. State (DOLA) Grants/Resources Timeline | |
| a. Local Sponsors Report (Windsor, Evans, Eaton, Johnstown) | |
| iv. Outreach (Brad Udall, Rocky Mountain Institute) | |
| F. Executive Director Employment Contract | 15 Min |
| G. Next Meeting Date/Place/Agenda | 05 Min |
| H. Other Business | 05 Min |
| I. Adjourn | |

**Governing Board Meeting
Summary**

embrace colorado

December 15, 2008

4:00 p.m. – 5:30 p.m.

Hahn Conference Room

2725 Rocky Mountain Avenue

Loveland, CO

Members Present:

Louis Swanson

Tom Selders

John Kefalas

Milan Karspeck

Bill Kaufman

Ed Starck

Rocky Scott

Angie Milewski

Glenn Vaad

Members Absent:

None

Staff Present:

John Daggett

Guests:

Meg Corwin

Aaron Fodge

Call to Order

Acting Chair Kaufman called the meeting to order at 4:11 p.m.

Minutes from October 8 and November 12, 2008

Tom Selders moved to approve the minutes. Acting Secretary Karspeck seconded the motion. The minutes were approved unanimously.

CDOT Contract

Daggett explained that staff continued to meet with CDOT representatives to review the proposed contracting arrangement between Embrace Colorado and the State. CDOT approved the scope of work for the pending contract and an indirect cost allocation proposal that will be employed in reimbursement activities between the State and Embrace Colorado.

Board members discussed contracting with the State. Board members encouraged Daggett to continue on the path to resolve any outstanding issues with CDOT. Daggett stated that there were none that he was aware of prohibiting the State from moving forward with a contract, but that CDOT staff were meeting to finalize a contracting timeline.

Daggett reminded the Board that this was a reimbursable contract with a required match of local funds and estimated that the minimum amount of local funds and cash flow needed would be approximately \$75,000.

Nonprofit Status

Daggett informed the Board that a Determination Letter had been received from the Internal Revenue Service and Embrace Colorado was formally notified of its status as a 501(c)(3) organization and classified as a public charity under section 170(b)(1)(A)(vi).

Board Membership

Board members continued their conversation about the size and makeup of the Board. The consensus of the members present was that the Board should be expanded to eleven and that a board larger than that was unmanageable.

Board members discussed the concept of involvement in Embrace Colorado being an important aspect of collaboration on the important and sometimes controversial issues that Embrace Colorado will surely address over the next several years and during a visioning effort. Members discussed the difference between involvement at the Board level and participating in Embrace Colorado, e.g., as a part of the general membership, being a sponsor, or participating in Embrace Colorado activities.

Board members agreed that the role of the Board was to provide guidance to the staff and to govern the corporation and as such all interested parties could not participate in that role without the Board becoming too large.

Board members also discussed the continued involvement of Representatives Kefalas and Vaad and ask the two to continue on the Board knowing their availability would be limited during the annual session of the State House. Members Kefalas and Vaad agreed to remain on the board.

Selders suggested that an amendment to the Bylaws might allow both the Representatives to remain on the Board if the Board increased its number by two to continue to ensure adequate participation Embrace Colorado's governance. Members also discussed an issue related to not having a quorum at its November meeting and how that might be resolved.

Selders clarified that the Board be increased in size to eleven (11) and that five (05) would constitute a quorum of the Board for taking formal action. Board members directed staff to prepare the change to the Bylaws and supply the required notice so they might act on the measure at their next meeting.

Mission Statement

Board members continued the discussion on a draft mission statement. Most felt that Milewski's version of the mission statement was best. That statement is based on the concept that "less is more" and reads: "embrace colorado seeks to preserve and enhance the quality of life in Northern Colorado by establishing a common vision for the future".

Vaad moved to adopt the mission statement as written by Board member Milewski. Kaufman seconded the motion. The motion passed unanimously.

Executive Director Employment Resolution

The Board asked to meet in executive session. Daggett and visitors left the room and the Board held a confidential discussion on the Executive Director's contract.

After the discussion, Daggett was informed that the Board had directed Kaufman to complete the contract negotiations and report back at the January meeting so action could be take on the contract at that meeting.

Budget/Fundraising

Daggett reminded the Board that vesting in the corporation was important to raising additional funds from others including individuals, corporations and especially foundations. He also mentioned that the Board had previously decided not to determine a minimum contribution and that each Board member could give an amount that was within their means, but it was important to do so.

Daggett passed out a revised interim final budget which added a staff member who would be responsible for public outreach, marketing, and data and membership/participant management. Daggett stated that the new staff member would not be hired until adequate resources became available, but that the revised budget would allow Embrace Colorado to request funds for that purpose. The revised budget total for 2009 was \$369,575.

Daggett also distributed a three year budget that included 2009 – 2011 operating costs for Embrace Colorado as well as projected costs for the 2010/2011 visioning effort. Daggett explained that the costs were arrived at through a comparison with other visioning efforts as well as consultations with visioning consultants around the country.

Scott asked if there was a detailed budget available. Daggett said there was and that he would provide a copy of the budgetary spreadsheets to the Board prior to the next meeting.

Scott moved to adopt the interim final budget. The motion was seconded by Swanson. The motion passed unanimously.

Next Meeting

The next meeting will be held in the same location from 4:00 – 5:30 p.m. on Monday, January 19, 2009.

Other Business

There was no other business. Kaufman thanked all who attended for their input and enthusiasm.

embrace colorado

Choosing Our Future

Agenda Item Summary	Item: B
	Date: January 19, 2009
Embrace Colorado Board of Directors' Meeting	Staff: Daggett

Subject:

Contracting with CDOT

Action:

Update only.

Executive Summary:

embrace colorado™ staff has been in discussions with the Colorado Department of Transportation (CDOT) on the conditions and timeline related to the reimbursement contract for \$200,000 in federal funds for services performed in an approved scope of work for 2009.

CDOT staff has informed embrace colorado™ that due to delays they have not completed their internal contracting process. In all likelihood, contract execution will be delayed until approximately February 13th at which time embrace colorado™ should receive a "notice to proceed". (See attached CDOT information.)

Agenda Item Summary

Contracting w/CDOT

Notes from Embrace Colorado Meeting Jan. 7, 2009

Present:

Michelle Scheuerman, Leah Ware, Gail Hoffman – Planning Section
Lauri Gephart, Elexis Keener, Phil Caldwell – Business Office

Time Estimates for Various Steps:

1. NFR will ask the Business Office to "unencumber" the \$241,000 (\$200,000 STP-M, \$41,000 L) from the STP-M matched change order letter. **DONE**
2. Phil will revise the change order letter for STP-M, removing the \$241,000.
Phil sent the revised change order via email to NFR on Jan. 5, 2009
3. The letter needs to be signed by NFR, and then returned to the Business Office.
Anticipated time of arrival of 4 copies of the letter: Jan. 12, 2009.
4. **Steps 5-13 can be taken during the time a contract is sent to Embrace Colorado for signature. The contract may be sent to Embrace Colorado via email as early as Monday, Jan. 12, after the change order letters arrive from NFR. *Someone other than Bill Kaufman must sign the contract because Bill serves as chair of the Transportation Commission.* Phil will use the STP-M template and possibly add an Attachment B outlining restrictions on use of the money per comments from Dan Markham of the Audit Division if the restrictions are not already in the contract. *Embrace Colorado can't proceed with work until after it receives a "notice to proceed" from CDOT DTD, however.***
5. Jennifer Finch and the Controller's Office need to sign the change order letter.
7 days
6. Lauri needs to "debudget" the \$241,000 from NFR STP-M Project
1 day
7. OFMB has to OK the debudgeting of the \$241,000.
2 days
8. Elexis will then roll forward the STIP in FY 2009 for SST7005.001 and make Embrace Colorado the project sponsor for Regional Visioning rather than NFR.
1 day
9. STIP runs overnight and funds available the next day.
1 day
10. Lauri will budget the money in FY 2009.
1 day
11. OFMB approves the budget for Embrace Colorado.
1 day
12. Once the money has been budgeted, FHWA will need to obligate the funds.
5-10 days

Agenda Item Summary

Contracting w/CDOT

13. After FHWA has obligated the funds, Gail will create the Purchase Requisition. (Gail will ask OFMB to notify her when FHWA has obligated the funds so that she can create the Purchase Requisition as soon as possible.)

1 day

14. Embrace Colorado signs and returns the contract to Phil.

7 days

15. Phil must be able to encumber funds to route to AG's Office.

17 days (following steps 5-13)

16. Internal CDOT people sign the contract and the Attorney General's Office reviews and signs the contract to make sure there has been no change in law that would make the template invalid.

14 days

17. Embrace Colorado will receive a "notice to proceed" from Gail once all the CDOT signatories have signed the contract.

1 day

18. The final contract with all the signatures and Purchase Requisition numbers will be sent via regular mail to Embrace Colorado.

N/A

Total number of working days before the "notice to proceed" will likely be issued: 32

Anticipated date for "notice to proceed": Feb. 13

To-do list for Gail to expedite process:

- Check the Embrace Colorado papers to make sure someone other than Bill Kaufman is authorized to sign the contract. (The vice chair can sign the contract under the corporation bylaws.)
- Check with Jenni Fogel on Jennifer Finch's schedule to find out when she might be available to sign the change order letter and later the contract.
- Send Regional Visioning Scope of Work from Embrace Colorado to Jennifer Finch and to Dan Markham for their prior review to that there will be no questions about the scope once it comes attached to the contract.

embrace colorado

Choosing Our Future

**RESOLUTION NO. 2009-01
OF THE GOVERNING BOARD OF **embrace colorado**
AUTHORIZING THE EXECUTION OF THE 2009 CONTRACT BETWEEN
embrace colorado
AND THE COLORADO DEPARTMENT OF TRANSPORTATION**

WHEREAS, the Governing Board of **embrace colorado** ("the Board") desires to perform certain pre-visioning and visioning activities; and

WHEREAS, the Colorado Department of Transportation (CDOT) desires to provide federal assistance for such activities through contractual means; and

WHEREAS, the contract will impose certain obligations upon **embrace colorado** and will require the provision of the local share of the project cost.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF **embrace colorado**, that:

SECTION 1. The Board hereby authorizes the execution of the contract between the Board and CDOT in the amount of \$241,545.

Passed and adopted at the regular meeting of the Governing Board of **embrace colorado** this 19th day of January, A.D., 2009.

Acting Vice Chair

ATTEST:

Acting Secretary

embrace colorado

Choosing Our Future

Agenda Item Summary	Item: C
	Date: January 19, 2009
Embrace Colorado Board of Directors' Meeting	Staff: Daggett

Subject:

embrace colorado™ Bylaw Amendments, & Board Members

Recommendation:

Staff recommends adoption of the amendments to the **embrace colorado** Bylaws.

Executive Summary:

At the Board meeting of December 15th, the **embrace colorado** Board discussed amendments to its Bylaws. Board members stated they desired to expand the number of trustees from nine (09) to eleven (11). In addition, Board members felt that a more realistic number constituting a quorum would be five (05) instead of the current majority.

Amendments have been prepared to make those changes to the Bylaws.

Assuming the amendments pass, Board members also wanted to discuss prospective members to fill the two (02) additional Board seats created by the amendments.

embrace colorado

Choosing Our Future

RESOLUTION NO. 2009-02 OF THE GOVERNING BOARD OF **embrace colorado ADOPTING AMENDED BYLAWS**

WHEREAS, the Governing Board of **embrace colorado** (the "Board") is required to formally adopt a set of Bylaws for it to operate as a non profit corporation in the state of Colorado; and

WHEREAS, the Board is desirous of defining clear and unambiguous methods of governance, membership, operation, and decision making; and

WHEREAS, the Board is desirous of amending its current Bylaws; and

WHEREAS, the members of the Board have agreed to the content two amendments to its set of Bylaws;

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF **embrace colorado**, that:

SECTION 1. The first sentence of Article II, Section 10, shall read as follows "Except as otherwise required by the laws of the State of Colorado, the Articles of Incorporation or these Bylaws, five (05) voting members shall constitute a quorum of members entitled to act, and the affirmative vote of a majority of the members at a meeting at which a quorum is present shall be the act of the members."

SECTION 2. The first sentence of Article III, Section 1, shall read as follows "The business, property and affairs of the Corporation shall be managed by a Governing Board composed of not less than five (5) and not more than eleven (11) trustees."

SECTION 3. The Board hereby adopts the aforementioned amendments to its Bylaws.

embrace colorado

RESOLUTION NO. 2009-02 OF THE GOVERNING BOARD OF embrace colorado ADOPTING AMENDED
BYLAWS

Passed and adopted at the regular meeting of the Governing Board of **embrace
colorado** this 19th day of January, A.D., 2009.

Acting Chair

ATTEST:

Acting Secretary

embrace colorado

Choosing Our Future

Agenda Item Summary	Item: D
	Date: January 19, 2009
Embrace Colorado Board of Directors' Meeting	Staff: Daggett

Subject:

Adoption of the 2009 **embrace colorado™** Budget and Work Plan

Recommendation:

Staff recommends adoption of the 2009 **embrace colorado™** budget and work plan.

Executive Summary:

The **embrace colorado™** Board has reviewed the scope of work and associated budget of \$369,575 of which \$200,000 is related to federal STP Metro funding and the pending Colorado Department of Transportation (CDOT) contract for those funds. This resource and scope forms the basis for a majority (54.1%) of the budget for 2009.

The scope of work can be found in the December 15th Board packet. The three year operating and project budget is attached.

CDOT requires the Board to formally approve its 2009 budget in order to receive federal funds through the State of Colorado among other conditions. The adoption of the budget formalizes the fiscal basis for receipt of federal funds.

Adopting the budget and work plan also provides the Board, staff, supporters, contributors and the public a clear framework within which **embrace**

Purpose of **embrace colorado™**

colorado™ will operate during 2009. It represents a formal position of the organization which can, from time to time, be amended to include additional work tasks, agreements, and revenues as those opportunities and/or resources become available.

embrace colorado

Choosing Our Future

RESOLUTION NO. 2009-03
OF THE GOVERNING BOARD OF *embrace colorado*
ADOPTING THE 2009 *embrace colorado* ANNUAL BUDGET AND WORK PLAN

WHEREAS, *embrace colorado*[™] adopting an annual budget and work plan is required by law and represents a best business practice in the process of organizing its administration and the development of funds for the 2009 operating year; and

WHEREAS, the Governing Board of *embrace colorado* ("the Board") desires to adopt a budget and work plan to provide the Board, staff, supporters, contributors and the public a clear framework within which *embrace colorado*[™] will operate during 2009.

WHEREAS, adopting a formal budget and work plan represents the formal position of the organization which can, from time to time, be amended to include additional work tasks, agreements, and revenues as those opportunities and/or resources become available; and

WHEREAS, THE Colorado Department of Transportation requires the Board to formally approve its 2009 budget and work plan in order to receive federal funds through the State of Colorado among other conditions; and

WHEREAS, the adoption of the budget formalizes the fiscal basis for receipt of federal and other funds to be used by *embrace colorado*.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF *embrace colorado*, that:

SECTION 1. The Board hereby adopts the annual budget in the amount of \$369,575 and work plan for 2009.

Passed and adopted at the regular meeting of the Governing Board of *embrace colorado* this 19th day of January, A.D., 2009.

Acting Chair

ATTEST:

Acting Secretary

**Embrace Colorado
Operating and Project Budget
2009 - 2011**

Embrace Colorado Operating Budget January 1, 2009 Start Date EIN 42-1762331	2009	2010	2011	Total Project
Revenues				
Federal				
EPA	\$0	\$550,000	\$550,000	\$1,100,000
DOT	\$0	\$550,000	\$550,000	\$1,100,000
MPO (STP Metro)	\$200,000	\$0	\$0	\$200,000
State				
DOLA	\$0	\$600,000	\$600,000	\$1,200,000
Other	\$0	\$0	\$0	\$0
Local				
Governments	\$0	\$50,000	\$0	\$50,000
Private				
Corporations	\$0	\$0	\$0	\$0
Foundations	\$169,575	\$394,488	\$404,720	\$968,783
Individuals	\$0	\$0	\$0	\$0
Total Revenue	\$369,575	\$2,144,488	\$2,104,720	\$4,618,783
Expenditures				
Personnel				
Salaries	\$160,000	\$168,000	\$176,000	\$504,000
Benefits	\$56,000	\$58,800	\$61,600	\$176,400
Visioning - Consultants	\$0	\$1,728,000	\$1,728,000	\$3,456,000
Board Expenses				
Meeting Space	\$1,800	\$1,890	\$1,980	\$5,670
Food	\$3,600	\$3,780	\$3,960	\$11,340
Computer				
Hardware	\$3,000	\$3,150	\$3,300	\$9,450
Software	\$1,200	\$1,260	\$1,320	\$3,780
ISP/IT Support	\$1,250	\$1,313	\$1,375	\$3,938
Server	\$5,000	\$5,250	\$5,500	\$15,750
Professional Services				
Accounting/Payroll Services/Banking Fees	\$12,000	\$12,600	\$13,200	\$37,800
Clerical Support	\$10,400	\$10,920	\$11,440	\$32,760
Dues & Subscriptions				
APA/AICP	\$600	\$610	\$610	\$1,820
ARS	\$500	\$500	\$500	\$1,500
Colorado Nonprofit Association	\$225	\$225	\$225	\$675
Fund Raising Expense				
Supplies, Materials, Other	\$1,000	\$1,050	\$1,100	\$3,150
Postage	\$6,000	\$6,300	\$5,000	\$17,300
General Event/Meeting Expenses				
Room	\$1,200	\$1,260	\$1,275	\$3,735
Refreshments	\$1,200	\$1,260	\$1,275	\$3,735
Insurance				
General Liability	\$1,000	\$1,050	\$1,100	\$3,150
Auto	\$2,500	\$2,625	\$2,750	\$7,875
Directors & Officers	\$1,000	\$1,050	\$1,100	\$3,150
Legal				
Attorney	\$6,000	\$6,300	\$6,600	\$18,900
Office				
Office Rent	\$16,000	\$16,800	\$17,600	\$50,400
Furniture	\$2,000	\$2,100	\$2,200	\$6,300
Reproduction/Printing	\$14,400	\$15,120	\$15,840	\$45,360
Telephone				
Land Line	\$1,200	\$1,260	\$1,320	\$3,780
Cell Service	\$1,200	\$1,260	\$1,320	\$3,780
Conferencing Service	\$2,000	\$2,100	\$2,200	\$6,300
Travel				
Conference	\$4,000	\$4,200	\$4,400	\$12,600
Auto	\$9,500	\$9,975	\$10,450	\$29,925
Licensing	\$500	\$525	\$550	\$1,575
Fuel	\$4,900	\$5,635	\$5,390	\$15,925
Auto Maintenance	\$4,900	\$5,145	\$5,390	\$15,435
Website Expense				
Hosting	\$1,000	\$1,050	\$1,100	\$3,150
Portal Development/Maintenance	\$32,500	\$34,125	\$35,750	\$102,375
Total Expenditures	\$369,575	\$2,116,488	\$2,132,720	\$4,618,783
NET				
	\$369,575	\$2,116,488	\$2,132,720	\$4,618,783

embrace colorado

Choosing Our Future

Agenda Item Summary	Item: E
	Date: January 19, 2009
Embrace Colorado Board of Directors' Meeting	Staff: Daggett

Subject:

embrace colorado™ Fundraising

Action:

Staff recommends that the Board continue to discuss fundraising with a focus on action; what development (fundraising) will be necessary for calendar year 2009.

The discussion should address the work done and relationships made to date, necessary cash flow from local sources for 2009, the vesting of Board members, and development strategies for the near term.

Executive Summary:

embrace colorado™ will require funding from many sources to be successful. Those sources are likely to include local governments, business, philanthropic sources including foundations and individuals, and the state and federal governments. However, a target of a minimum of \$75,000 is critical to achieve in the short term for 2009.

embrace colorado™ will enter into an agreement with CDOT which will make \$200,000 available in reimbursable funds which is likely to be available from February 13, 2009. Matching funds and a positive cash flow are required to make this happen.

Agenda Item Summary
embrace colorado™ Fundraising

Some Board members have vested in the corporation which amounts to several thousand dollars. That leaves nearly \$75,000 still to be achieved and should be the focus of our 2009 fundraising campaign.

A draft case statement is attached to this item for your input, consideration and use. It identifies “why” donors should contribute to **embrace colorado**™ and “how” **embrace colorado**™ will address the challenges facing the region.

Final approval of the 501(c) (3) application was received on November 14th. That action allows for direct giving to Embrace Colorado. Staff has established a fund through a Wells Fargo bank so that donors can donate directly to the fund.

Action Plan:

Staff recommends the following actions to facilitate the development of short term resources:

1. Finalize the Case Statement for everyone’s use.
 - a. Refine the draft with the help of a public relations firm/department who donates their time as a contribution to **embrace colorado**. This activity should involve the Board’s Fundraising Committee.
 - b. Identify a name for the development campaign, e.g., “Choosing Our Future 2009”
 - c. Distribute the final Case Statement and other Campaign materials to all Board members for their use.

2. Each Board member identifies and contacts a minimum of five (05) potential individual major donors (+\$1,000) during the first quarter of 2009 and does one of the following:
 - a. Acquires a contribution
 - b. Schedules a personal face-to-face meeting with the potential donor either alone or with the Executive Director
 - c. The most useful donations are for general operating, but donations can be restricted if necessary to:

Agenda Item Summary

embrace colorado™ Fundraising

- i. Identify Critical Long-term Issues Affecting Northern Colorado
 - ii. Promote and Encourage Innovative Problem Solving
 - iii. Facilitate Cooperative Regional Problem Solving
 - iv. Conducting Benchmark Research
 - v. Leadership Development
3. The Board Chair, Fundraising Committee members, and the Executive Director work to identify major corporate, foundation, governmental, educational and other organizational donors. It is suggested that this group take the following actions:
- a. Identify potential organizational donors via email with the Executive Director acting as the compiler of this broad set of information
 - b. Identify the best person to contact the potential organizational donor and interim steps, if any, that need to be accomplished prior to an “ask”
 - c. Schedule a personal face-to-face meeting with the potential donor or their representative either alone or with the Executive Director or identify and act to make a formal application/request
4. Finish short and long term development work that has been initiated:
- a. Bohemian Foundation – Kaufman/Daggett
 - b. Individual Donors - Kaufman
 - c. Your Town, Natl. Endowment for the Arts (Growth) – Daggett
 - d. El Pomar Foundation - Daggett
 - e. Ecology & Environment, Inc. (Walsh Environmental) - Daggett
 - f. DOLA grants 2010 – Daggett, Kaufman
 - g. USDOT 2010 – Daggett/Kaufman
 - h. School of Global Environmental Sustainability – Daggett
 - i. Colorado Equipment Dealers Association - Daggett

Angie Milewski asked for some information about how other efforts approach development. The following are notes from many conversations:

- Promote giving through a 5-year corporate campaign

Agenda Item Summary

embrace colorado™ Fundraising

- Collaborating with educational institutions (specific departments/specific resources)
- Earmarks for major visioning efforts (USDOT/EPA)
- State financial support (DOLA or legislation)
- A majority of contributors and board trustees (members) are corporate/business
- Develop sponsors outside the formal board structure and set levels (e.g., bronze, silver and gold)
- Personal gifts (individuals)
- Support from local foundations*(this is essential)
- People like giving to a project – name it and campaign for it
- Make it easy – donations through your website (e.g., Obama approach)
- Use economic development themes
- Develop a public sector strategy
- Approach logical local and statewide groups, e.g.,
 - Cattlemen’s Association
 - Colorado Trucking Association
 - Colorado Homebuilders Association
 - Colorado Environmental Groups
 - Transit Advocacy Groups
 - Farm Bureau
- Some are efforts are state mandated, e.g., regional planning commissions
- Smart growth coalitions (national and local)

embrace colorado

Choosing Our Future

Agenda Item Summary	Item: F
	Date: January 19, 2009
Embrace Colorado Board of Directors' Meeting	Staff: Daggett

Subject:

Employment Agreement with John Daggett as Executive Director of **embrace colorado™**

Executive Summary:

The proposed resolution relates to approval of an agreement for employment of John Daggett as Executive Director to serve the Embrace Colorado Board. This action approves the proposed agreement and authorizes and directs the Board Chair to execute the employment agreement between **embrace colorado** and Daggett.

Background:

Through September 30, 2008, the North Front Range Metropolitan Planning Organization (NFRMPO) provided staff support for **embrace colorado™**. As of October 1, 2008, the beginning of federal fiscal year 2008-2009, the NFRMPO no longer provided that support.

At this time, **embrace colorado™** has no funded staff support, and there is no formal relationship between Mr. Daggett and **embrace colorado™**. This item provides for executive support for the Board and organization by Mr. Daggett, and formalizes the terms of employment of Mr. Daggett, in anticipation of procurement of funding for **embrace colorado™**.

Agenda Item Summary

embrace colorado[™] Executive Director Employment Agreement

The proposed resolution approves the employment agreement and authorizes and directs the Board Chair to execute the employment agreement with Mr. Daggett which establishes the terms and conditions of his employment as Executive Director of **embrace colorado**[™] contingent upon available resources.

embrace colorado

Choosing Our Future

RESOLUTION NO. 2009-04

OF THE GOVERNING BOARD OF *embrace colorado*
APPROVING THE EMPLOYMENT AGREEMENT AND DIRECTING THE CHAIR OF THE BOARD TO EXECUTE AN EMPLOYMENT AGREEMENT WITH JOHN DAGGETT AS EXECUTIVE DIRECTOR OF *embrace colorado*

WHEREAS, *embrace colorado*[™] is in the process of organizing its administration and developing funds for the 2008-2009 operating year; and

WHEREAS, the Governing Board of *embrace colorado* ("the Board") will require the services of an Executive Director as soon as possible, in order to continue to develop program resources and to administer, plan, manage and carry out the actions of *embrace colorado*, as directed by the Board; and

WHEREAS, the Board desires to employ the services of John Daggett ("Daggett") as Executive Director of *embrace colorado*; and

WHEREAS, it is the desire of the Board to enter into an employment agreement with Daggett, in order to provide certain compensation and benefits to Daggett, establish the terms and conditions of his employment with the Board, and to define the working relationship between the Board and Daggett; and

WHEREAS, Daggett has negotiated an employment agreement with a committee of the Board providing for his employment as Executive Director of *embrace colorado*.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF *embrace colorado*, that:

SECTION 1. The Board hereby approves the employment agreement with John Daggett and authorizes and directs the Board Chair to:

- a. Execute the employment agreement with Daggett as the Executive Director of *embrace colorado* effective February 2, 2009, contingent upon available resources.

Passed and adopted at the regular meeting of the Governing Board of *embrace colorado* this 19th day of January, A.D., 2009.

Acting Chair

ATTEST:

Acting Secretary