

EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS

COLORADO'S CENTRAL PLAINS



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EAST CENTRAL COUNCIL OF LOCAL GOVERNMENTS BOARD OF DIRECTORS MEETING MINUTES JULY 3, 2024

***As there was no quorum, all agenda items were discussed only. An email ballot will be distributed following the meeting for consideration of the Minutes and any other items for approval.**

Call to Order

Chairman Chris Richardson could not call the July 3, 2024, meeting of the ECCOG Board of Directors to order as there was no quorum of attendees.

Pledge of Allegiance

The attendees recited the Pledge of Allegiance led by Chairman Chris Richardson.

Roll Call and Introductions

Roll was taken with Directors in attendance: Steve Burgess, Ben Ferree, Dave Hornung, Hal McNerney, Valerie Rhoades, and Chris Richardson. ECCOG Executive Director Candace Payne and Senior & Transit Services Director Sean Vanous were present. Directors who could not attend included: Rhonda Brown, Marc Dettenrieder, Ryan Fulmer, Derek Isom, Sherry Jones, Ron Smith, and Megan Vasquez. Lori Hendrick, auditor from May Jackson Hendrick was present. A quorum was not reached.

2023 Audit Presentation

Lori Hendrick of May Jackson Hendrick presented the 2023 Audit to the attendees using version 2 handouts that were shared with the board via a June email. Mrs. Hendrick explained the audit went well, the staff was easy to work with and requests were handled in a timely manner. ECCOG had no findings and was given a clean audit opinion, which is the highest result an entity can receive. Qualified expenses for 2023 totalled \$654,000 which was less than the \$750,000 Single Audit threshold. In October 2024, the Single Audit threshold should increase to \$1,000,000 and thereby reduce the chance of reaching the threshold for future Single Audits. After review of the audit report, the dates within the report will be updated and the Management Discussion & Analysis will be added to the final document stated the auditor. Then Auditor Hendrick will provide the final documents to ECCOG staff and the audit will be filed. Without a quorum, the audit couldn't be approved at the meeting so it will be added to the email ballot. Chairman Chris Richardson thanked Auditor Hendrick for their work and the report. Auditor Hendrick left the meeting at 7:28PM.

Approval of June 5, 2024, Regular Meeting Minutes

The Minutes of the June 5, 2024, regular meeting were provided in the board packet. There were no changes or modifications so they will be added to the email ballot to be approved.

Financial Report of July 3, 2024

The July 3, 2024, Financial Report, was distributed at the meeting. Executive Director Candace Payne and Senior & Transit Services Director Sean Vanous reviewed the fund balances noting the funds currently available with payments through May. This item will be added to the email ballot to be approved.

Approval of Bills & Payroll

Payroll and bills for June 30, 2024, were provided at the meeting. The June payroll of \$48,529.80 was reviewed with attendees. June 2024 checks totaled \$115,557.66 including taxes, vendors, staff reimbursements, monthly utilities, provider costs, Enterprise Zone contributions, and SB 290 project reimbursements. This item will be added to the email ballot to be approved.

UNFINISHED BUSINESS:

COG Staffing

Senior and Transit Services Director Sean Vanous reported Elbert County needs a replacement for cook's assistant and a food transporter. Drivers are still needed in Lincoln County. Other positions open include Cheyenne Wells senior coordinator. For Kit Carson County, a transit driver is needed for Burlington. Executive Director Candace Payne reported the Program Specialist position will be advertised in July.

5310 & 5311 CDOT

Executive Director Candace Payne stated recent conversation with CDOT staff has brought us to the point where we are not able to receive 50% reimbursement on any expense except what our General Ledger shows we pay. That leaves a 25% gap in reimbursements so this week, conversations were held with the subrecipients of Limon, Burlington and Dynamic Dimensions as we can't and won't be reimbursed for 2024 unless we can go back and modify payments we made since January 2024. Each recipient was notified of the shortfall we incurred and acknowledge that next steps include them working on their own contract with CDOT from July 2024 moving forward. 2023 reimbursements were received by ECCOG on June 21st. Senior and Transit Services Director Sean Vanous reported he will help each location with future reports, bus procurement and any other transaction as needed to smooth the path.

NEW BUSINESS:

(Ben Ferree arrived at 8:10PM)

SFY 2024-25

Senior and Transit Services Director Sean Vanous explained the future funding may present ECCOG with a fiscal cliff scenario that many agencies were predicting as our senior services budget was reduced by \$250,000 for 2025. We will budget accordingly this fall to determine our needs and use of funds efficiently. The State of Colorado is considering a request to extend American Rescue Plan (ARPA) funds for another year. Director Dave Hornung asked if a region with excessive ARPA funds could have them reallocated to another region to expend them all. Staff will inquire about the reallocation option.

ECCOG Policy Manual

Executive Director Candace Payne stated the policy manual needed a few updates. A new meal site location needs added to the list and the word check needs replaced by Direct Deposit when referring to the payroll methodology. The hotel room rate is no longer applicable and needs to be removed to allow for current rates for overnight stays. She also requested removing the holiday given for Election Day and replace that with the annual day after Thanksgiving as a holiday. That change will allow everyone a four-day weekend once a year for personal renewal and relaxation. Discussion was that these were all acceptable changes, and they should be placed on the email ballot. The other benefit related to full time employees who drop health insurance coverage when they qualify for Medicare. Executive Director Candace Payne asked about the insurance coverage once a person qualifies for Medicare whether it should be paid/provided. Currently, employees automatically drop the health insurance, but an option might be to offer supplement coverage payment in lieu of the full employee only coverage continuing. Chairman Chris Richardson suggested talking with other agencies to see how it's managed and consider an option at the August meeting.

A/R360 Housing Needs Assessment

The Housing Needs Assessment project is under way, stated Executive Director Candace Payne. An Advisory Committee to guide the work has been formed with twelve members from the region to include bankers, economic development offices, business owners, and realtors. The first meeting is planned for late July as a virtual meeting with monthly virtual meetings. Including town council members on the committee was recommended as county officials don't have control over individual town development. The consultant group, A/R360, has staff in Fort Collins and will use a Virginia-based firm also. The project will wrap up in April 2025.

Other

Director Dave Hornung inquired about the Renewable Energy Impact Study. Executive Director Candace Payne shared the application was presented at the Energy Impact hearing on June 26th and went well. DOLA asked if more funds were needed and if the required match was lowered would that increase the feasibility. Michael Yerman, the consultant who presented the project, said yes to both questions. A discussion is forthcoming.

Discussion was held on quorum requirements and changing the Bylaws to potentially make the meetings more efficient. Suggestions of offering a call-in option or consideration of a proxy vote were made. Support was provided that all votes are unanimous and there has been no concern of a tie-breaking ballot in the minds of those attending. That being the case, a question was raised if we needed a quorum to pass a vote. Research will be done on the topic and a change could be made to the Bylaws to reflect the decision.

Discussion related to the Regional Grants Navigator and her activities was conducted. Town of Simla submitted a grant for WaterSMART funds to help update their water meter system. ECCOG provided a letter of support for the application. RGN Stacy Salling worked with Simla on the application. Other projects RGN Salling has helped with are Brownfields applications and a database of potential locations within the four-county region and other water projects. Communnities interested in Brownfields are Kit Carson, Cheyenne Wells and Vona. A workshop was held earlier in 2024 and another workshop is planned for fall 2024.

Next Meeting Dates/Locations (1st Wed of each month)

August 7 – Zoom

September 4 – Zoom/In-person/Email ballot

October 2 – In-person for budget approval

November 6 – In-person at Claremont Inn

December 4 – Email ballot

Adjournment

Chairman Chris Richardson ended the meeting at 8:54PM.

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