

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 MAY 3, 2023

Call to Order

Chairman Chris Richardson called the May 3, 2023, meeting of the ECCOG Board of Directors to order at 7:02 PM held as a Zoom virtual meeting. The Stratton office was open to the public with Executive Director Candace Payne as host.

Roll Call

Directors in attendance included: Steve Burgess, Marc Dettenrieder, Dave Hornung, Derek Isom, Sherry Jones, Valerie Rhoades, Chris Richardson, Troy Schultz, and Megan Vasquez. ECCOG Executive Director Candace Payne and Senior & Transit Services Director Sean Vanous were on the call. Directors Rhonda Brown, Ryan Fulmer, Ben Ferree and Ron Smith were unable to attend. Cheyenne County's municipal representative seat is now filled by Sherry Jones of Cheyenne Wells. A quorum was declared.

Approval of March 1, 2023 Reorganizational and Regular Meeting Minutes

The Minutes of the March 1, 2023, reorganizational and regular meetings were provided in the board packet. Director Steve Burgess made a motion to accept the two sets of Minutes as presented. Director Marc Dettenrieder seconded this motion, which passed unanimously.

Financial Report of May 3, 2023

The April Financial Report was approved by mail ballot. The Financial Report dated May 3, 2023, was emailed to the board prior to the meeting. Executive Director Candace Payne and Senior & Transit Services Director Sean Vanous reviewed the fund balances with the directors calling attention to Enterprise Zone contributions, Senate Bill 290 contractor payments, and monthly payments. Director Steve Burgess made a motion to approve the financial report for filing as presented. Director Sherry Jones seconded the motion which passed.

Approval of Bills & Payroll

March payroll and bills were approved by mail ballot. Payroll and bills for April 30, 2023, were reviewed with the attendees. The April payroll of \$48,864.64 was presented. Credit card payments of \$2,059.13 included web hosting, employment background checks, senior center supplies, software subscriptions, travel expenses and vehicle expenses. April 2023 payments totaled \$268,821.35 included taxes, vendors, staff reimbursements, utilities, enterprise zone contributions, and SB 290 project reimbursements. Director Steve Burgess made a motion to ratify the payment of payroll and bills as presented. Director Sherry Jones seconded the motion which passed unanimously.

UNFINISHED BUSINESS:

ECCOG Board Members

Sherry Jones was welcomed to the board by Chairman Chris Richardson. Director Sherry Jones fills the vacant seat for Cheyenne County municipalities.

ECCOG Dues

Executive Director Candace Payne stated she attended the Kiowa town council meeting on April 18th as follow up to the Dues request letter signed by Chairman Chris Richardson and herself. The letter was well received by the town council and an invitation was extended to ECCOG staff to attend the town council meeting to share more about ECCOG services. During that meeting, Executive Director Candace Payne explained more about ECCOG's services and in return Kiowa voted to remain members of ECCOG and paid the whole year's dues at the meeting. Chairman Chris Richardson thanked her for representing ECCOG at the meeting.

ECCOG Staffing

Senior & Transit Services Director Sean Vanous reported the Highway 24 bus route driver position remains open but a prospective applicant will be interviewed on May 10th. Cheyenne Wells Senior Services Coordinator and an Outback Express Driver/Food Transporter positions are vacant. Newspaper ads will be run again to announce these vacancies. Burlington's route needs a backup driver to assist our current driver in the metro areas trips for safety's sake. A Hugo based driver for Lincoln County is also needed. Executive Director Candace Payne reported office positions are stable.

ECCOG Audit

The 2022 Single Audit and compliance audit were discussed with the attendees next. Executive Director Candace Payne reported that two companies submitted quotes to the Request for Proposal for Single Audit services as May Jackson Hendrick could not perform this audit due to capacity. The two quotes were reviewed following several phone conversations with other auditing firms who did not have time to perform the audit. The chosen audit firm of Rae & Company scheduled the 2022 audit to begin May 22, 2023 with a completion date of mid-June. The Rae quote was competitively priced and referrals were consistent, so engagement was initiated after conferring with Chairman Chris Richardson. The price quote was then lowered by the audit firm again once they reviewed the ECCOG Trial Balance and use of funds from COVID monies. The last price quoted was \$17,313 for services.

Direct Services Contracts

Senior & Transit Services Director Sean Vanous shared he expanded the provider contracts to be more comprehensive at the request of the State Unit on Aging and the template will be used for future contracts. Kit Carson County Home Health Agency (KCCCHA) surrendered their Home Health contract August 16th 2022. NPI was surrendered September 23, 2022. They also surrendered their Hospice license on August 22, 2022. and can no longer provide services for ECCOG. Another local agency may be able to provide the services as we now have new contact information for these services.

Eastern Colorado Home Care of Sterling had a founding staff member pass away. They are currently trying to catch up with their administrative tasks, so ECCOG services are on hold. ECHC will likely be absorbed by another agency based in Sterling so a new contract will need to be drawn up when that occurs.

2023 Our Journey

The 2023 Our Journey Events Guide and Places brochures are being designed for a cost of \$375 for the two. The layout of information into the brochures are in process. Brochures will be printed locally, if possible, to save on printing costs and pick up expenses. Executive Director Candace Payne stated distribution shall ensue as soon as the printer notifies us of a pickup date. The usual delivery is completed before Memorial Day weekend when possible.

Senate Bill 290

An update on the Senate Bill 290 projects was given by Senior and Transit Services Director Sean Vanous. Burlington and Stratton Projects are complete. Cheyenne Wells' project will be wrapped by May 12th. The Flagler project is getting started. Custom Structures of Colorado request 50% of their project funds to have on hand for material ordering and sub-contractor initial payments, (plumbing, electrical, concrete, etc.). The Kit Carson project is still in the planning stage with the local health inspector to create the best flow in the small kitchen area.

Four-Year Plan

Senior & Transit Services Director Sean Vanous explained the 4-Year Plan was submitted on time thanks to the board and their approval of the revised Plan. No comments have been received from the state office to date, so it is expected the Plan meets their expectations.

HelpMATE

Last month ECCOG staff held off the processing of HelpMATE requests due to uncertainty of available budget funds. After verification of funds flexibility and availability, ECCOG will resume processing requests. Currently, ECCOG holds \$56,500.00 of requests to be processed by June 15th. To date, AAA has processed \$110,815.67 of material assistance requests serving 68 individuals. Thanks to the flexibility of these funds, ECCOG served many individuals this year, but careful planning will be needed for the coming years as the flexibility ends in SFY24 (July 1, 2023 – June 30, 2024).

NEW BUSINESS:

CTO Tourism Management Grant

Candace Payne, Executive Director, reported ECCOG & Prairie Development Corporation were awarded the Colorado Tourism Office Tourism Management Grant for \$12,400. These funds will be matched with \$3,100 from ECCOG & PDC as needed. The program will develop the frontline workers online training information to be hosted on the state's platform so other regions may also learn about our tourism venues and attractions. Naming the online program is not yet determined but Colorado's Central Plains Ambassador program has been suggested. The online course should be completed by April 2024 based on the funding guidelines.

TravelStorys

Executive Director Candace Payne called attention to the TravelStorys quarterly report provided in the packet for January thru March 2023 shown as Q1 2023 on the report. The TravelStorys app gained 7,800 new users this quarter and Colorado is the number one region for app usage. More males use the app than females and Apple users still outnumber Android users. The app shows 79% of Gen-Z and Millennials would like to partake in a "day in the life" of locals which might be good thing to add to our region to increase tourism. 81% of travelers want to try local food so food destinations are gaining in popularity. The average American spends 5-6 hours per day on their phone. QR code use has increased by 433% which could be related to menus offered as QR codes during the pandemic. Our tour, Colorado's Central Plains, is gaining more views usually on Monday. Promotion of the tour is underway for summer 2023.

Other

Letters of Support Update:

Genoa Tower's application to the State Historical Fund is pending an award.

City of Burlington's History Colorado application for the Smithsonian Institute Display has been approved.

The state's Economic Development Organization grant of \$40,000 was awarded to ECCOG/PDC, Lincoln County EDC, and Town of Hugo Main Street program.

No determination on the Opportunity Now grant has been received yet.

Director Valerie Rhoades mentioned the HGTV show *Hometown Takeover* performed a makeover of the City of Fort Morgan which is now airing on tv.

Director Marc Dettenrieder invited the directors to attend the Eastern Plains Regional Forum on May 10th in Fort Morgan. This forum will include topics of housing, water and business where Elbert County's employee, Eric Larson, will moderate the water panel discussion.

Chairman Chris Richardson extended an invitation to the board to attend the CDOT 4P Meetings to be held in Burlington at the Ambulance Facility at 9AM on May 23 and Limon at 1PM at the CDOT facility. An email invitation should be out later this week. House Bill 1101 has a caveat on Transportation Planning Region boundaries and how those are determined which surprised many constituents locally. He explained further conversation is expected from CDOT on this.

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

June 7, 2023 –Mail ballot

July 5 – In-Person for audit presentation?

Aug 2 – Mail ballot

Adjournment

Chairman Chris Richardson adjourned the meeting at 8:11PM.

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