

**Upper Arkansas Area Council of Governments**  
**Board of Directors Meeting Minutes**  
Crestone Building-2-BOCC Conference Room (75) & Zoom  
April 24, 2024 at 10:00 AM

**Board Attendance: PT Wood, Devon Rowe, Ryan Stevens, Buck Wenzel, Kevin Day, Dana Greene, Dwayne McFall and Sarah Mudge.**

**Call to order – 10:01am**

**1) Consent Agenda**

- a) **Motion by Ryan, seconded by Kevin - Approved**
  - i. Minutes UAACOG Board of Directors meeting 02/28/2024
  - ii. Financial Statements
  - iii. Loan Reports
  - iv. Workforce Lease Proposal
  - v. CORA Request Guidelines

**2) Additions/changes to Agenda**

- a) None

**3) Program Manager Reports – Director’s overview of Program Manager’s Reports**

- a) Hard stop for Heather and Max at 12:00pm. Asked for any questions. None raised.

**4) New Business**

- a) UAACOG 2023 Impact Report—*action item, Heather Evans*
  - i. **Motion by PT, seconded by Devon - Approved**
  - ii. Presentation of the impact report (in board packet) given by Heather. Copies were sent electronically to board members prior to the meeting.
- b) Head Start FA1 Review—*informational, Chris Henager*
  - i. Presentation of the report (in board packet) given by Chris.
  - ii. Only one area of non-compliance regarding background checks. Previously could run background checks after hire but before working in the classroom. The Office of Headstart decided this must be done for all candidates before hire. Full compliance in all other areas.
  - iii. Ryan questioned if a process had been put in place regarding 5-year background checks being missed by a few employees. Chris responded that a new process is in the works. More information in the next item of business.
- c) Head Start Background Check Policy—*action item, Chris Henager*
  - i. **Motion by Devon, seconded by Ryan – Approved**
  - ii. New policy for background checks and selection procedures (in board packet) presented by Chris. This includes background checks being run for employees coming back from layoff in the fall for anyone that has a 5-year anniversary coming up in the coming year.
- d) Outcomes Report Update—*action item, Chris Henager*
  - i. **Motion by PT, seconded by Kevin – Approved**
  - ii. Presentation of the report (in board packet) given by Chris. Headstart children have made significant progress over the fall and winter seasons. An area of concern is mathematics. Teachers are receiving professional development to help address this area.
- e) Self-Help Housing Grant Board Resolution—*action item, Max Hanson*
  - i. **Motion by Kevin, seconded by PT – Approved**
  - ii. Presentation of the application (in board packet) given by Max. It has been 10 years since the last application. We have been operating under extensions since then. Proposing 19 homes under this application – first build in Custer, second build in Fremont, third build in Chaffee. Need approval from the board to submit the application.

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- iii. Kevin shared that he will be working to get Custer to deed over the county-owned properties in Custer County to UAACOG to help the outlook of the application.
- f) Pikeview Development Affordable Housing Project Resolution—*action item, Max Hanson*
  - i. **Motion by PT, seconded by Buck – Approved**
  - ii. Presentation of the application (in board packet) given by Max. Working with Pikeview to initially develop 19, deed-restricted homes based on in Florence. Expect 31 homes built over the next 2 years between grant and self-help housing. UAACOG will receive administrative funds to income-qualify residents in these homes at the time of purchase for the next 30 years. UAACOG will receive a \$15,000 developer consultation fee for the project.

**5) Old Business**

- a) WIC Funding Update—*action item, Jessica Rathke*
  - i. **Motion for an email vote on the matter being acceptable by Buck, seconded by PT – Approved**
  - ii. A board approval for partnership and accepting the WIC funding application. Jessica asked if the board would like to have a special meeting or conduct the business via email.
- b) AAA Funding & Restructuring Update—*informational, Tom McConaghy*
  - i. Tom introduced his team members present at the meeting – Matthew Gower, Leslie Bensching, Alisa Pappenfort, and Cristy Carothers – and the others not present. Tom shared the current financial outlook of the AAA program. A rule was changed in March allowing 100% of federal funds to be carried over into the next fiscal year. Tom is also holding back ARPA money to be used in the next fiscal year but must use it by September of this year. This should get AAA close to being able to cover projected expenses for the next fiscal year. The following fiscal year is where there will be difficulties in keeping up with current services given projected revenue. State’s recommendation: lay off staff. Tom shared that he is sure who he would be able to cut without affecting services, so the agency is looking for new and creative ways to restructure the office to accomplish the same level of service with less revenue.
  - ii. PT asked what the minimum is needed today for baseline budget. Tom suggested \$1.45 million to meet the minimum. Long term \$1.6 million ideal and 5% increase each year to keep up with cost-of-living increases.
- c) AAA Building—*informational, Tom McConaghy*
  - i. Report given by Tom (Blueprints in board packet). Permit phase in the next couple of weeks and groundbreaking expected in June.

**6) Director's Report** General Information – written report included in the packet.

- i. Heather shared various updates (written report in board packet).
- ii. Lake County needs to submit more information to finish up mini-grant project. \$100,000 is available this year for member projects. Applications needed by the first week of June to be sent to DOLA to determine eligibility before going to the board for a vote.
- iii. Thanks to all that attended Safety Town
- iv. Heather recognized Max for his work in getting a housing development project started. A project like this hasn’t been taken on by UAACOG in 20 years.
- v. 50 year Anniversary for UAACOG

**7) County/Community Reports**

- a) Senator Hickenlooper’s office—Antonio Huerta
  - i. OAA work. Reach out to collaborate with their office.

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- b) Senator Bennet’s office—Renee Martinez
    - i. Not present.
  - c) Congresswoman Pettersen’s office—Justin Kurth
    - i. Multiple programs approved for our region. Congresswoman Pettersen will be coming through the area to visit the region tentatively at the end of June. More details to come.
  - d) Lake County – Sarah Mudge
    - i. New commissioner Hal Edwards was appointed, starting April 8. Every board member is going to be turning over after the election this year. CDOT annual meeting, roundabout to be put in at Hwy 24 and 82. Housing developments. Water operation plan will be up and running this year. Justice center movement has been difficult.
  - e) Leadville – Dana Greene
    - i. Identified some exciting projects to submit for mini-grants. Also, working on strategic planning.
  - f) Chaffee County – PT Wood
    - i. Continue to work on several capital improvement projects. Getting close on a land-use code.
  - g) Buena Vista – Devin Rowe
    - i. Ground breaking for Midland Apartments – 60 units. This would include a childcare facility, looking for someone to run that. 100-150 apartments being built in the next year or two. Working on a comp plan. Working on water augmentation certificates. Sales tax down for the first time since COVID. Two new trustees. Devin re-elected and continuing to serve on UUACOG board.
  - h) Custer County – Kevin Day
    - i. New HR director just suffered a heart attack, please keep him and his family in prayer. Working on getting audit sent out soon. Tweaking job description for a new Finance Director for Custer County. Working on partnering with Fremont County to help spray weeds and create new weed board.
  - i) Silver Cliff – Buck Wenzel
    - i. Election in April. Buck and three trustees sworn in for 4 year terms. Received \$1.38 million for a town square project. 2 weeks ago, started working on plans. Once the land is secured, development will start. Just hired two people for public works assistant and parks assistant. A new town hall project is also in the works. Met with Water and Sewer district manager. ADU can be built, but taps are required. Kudos to Chris on her work and her staff’s work through Headstart. Kudos to Laura Yost and staff work on Emergency Response Plan. It was used as a boilerplate by Silver Cliff and was well received.
  - j) Fremont County – Dwayne McFall
    - i. Signed IGA for Custer County weed partnership. Looking at legislation and its potential negative effects on water in Fremont. Also several development projects.
  - k) Cañon City –Ryan Stevens
    - i. Wrapping up Hwy 50 pedestrian project. Received support from state to tear down laundry building. Purchase and Sale agreement for the old Black Hills property near the river. Broadband project kicks off this Friday.
- 8) Other Comments**
- i. Heather – First time all board members attended a meeting since Heather began as director. Thank you!
  - ii. Buck – Thanks to all the directors and staff.

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- 9) Adjourn Board meeting at 11:45**  
i. **Motion by Kevin, seconded by Buck – Approved**

Respectfully submitted,

Braden Wilson  
Finance Director