

MINUTES OF NOVEMBER 10, 2021

GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT 817 Colorado Avenue, Suite 201 Glenwood Springs, Colorado

1. Call to Order at 9:02 a.m.

2. Roll called by General Counsel:

Quorum established.
Also in attendance:

Director Gregg Rippy, Present
Director Mike Samson, Present
Director Steve Rippy, Present
Andrew Gorgey, General Counsel
Sheana Fedirko, Balanced Books and Accounting, Inc. (Zoom)
Stefanie Davis, District Administrative Assistant
Dave Reynolds, Town Manager, Town of New Castle
Jeff Simonson, Engineer, Town of New Castle
Terri Partch, City Engineer, City of Glenwood Springs
Jessica Bowser, Asst. City Engineer, City of Glenwood Springs
Jeanne Golay, LoVa

3. Additions or Changes to Agenda.

President Rippy suggested moving Item 10(a)(i) 19-J-01; LOVA Meet Me in the Middle; Town of New Castle Quarterly Report to before Agenda Item 4. MOTION by Director S. Rippy, second by Director Samson. PASSED vote of 3-0.

10(a)(i) 19-J-01; LOVA Meet Me in the Middle; Town of New Castle Quarterly Report

Mr. Reynolds reported on the progress of the project, citing that the amended FMLD “*Meet Me in the Middle*” grant agreement now meets CDOT finance requirements. Working with their “*Colorado the Beautiful*” Grant Manager to resolve CDOT concerns relative to the use of Colorado state grant funds for this project. Brian Killian has succeeded Emmalee Blender at CDOT.

With respect to using the proposed pedestrian bridge as a platform to carry the waterline across the river, which is prohibited by CDOT regulations, a possible solution may be to allow the private waterline to be attached to this bridge if it is accompanied by a written agreement, which specifies professional maintenance by certified professionals. The use of the pedestrian bridge as a conduit to get a private waterline across the river is a tradeoff for the rights to extend a portion of the LoVa Trail across private property. Bridge back at original alignment. Director Samson expressed concern regarding obtaining approvals from railroad in later phases of project.

The current proposed west side of the LoVa Trail project has seen extended delays and cost increases that were not anticipated during the years of initial groundwork. The delays on the west side of the project and the financial ties between the two sides of the project have effectively stopped progress on the east side of the project. Possible RFTA contribution to fund shortfall.

New Castle, Glenwood Springs, and LoVa thanked the Directors for their support and extension of Project Completion Date to December 1, 2022. New Castle expects project out to bid within a month. Glenwood Springs is holding up their side of the project until the west side of the project is ready. Grantees to deliver 2022 First Quarter Report on February 9.

4. Approval of Minutes.

a. October 6, 2021

MOTION to approve by Director Samson second by Director S. Rippy. PASSED vote of 3-0.

5. Consent Calendar

a. Approve Expenses

b. Requests for Payment

i. 21-SM-06; Police vehicle; \$25,000.00

c. Request to Authorize President to Transfer Funds: Project Account Balance \$2,338.06; Total Requested Payments \$25,000 with \$0.00 to Forfeited Grants; Suggested Transfer: \$25,000.00.

General Counsel reports \$250.00 payable to Leaf Copier Rental does not appear on Current Bills report, and Fall 2021 grants to not yet appear as liabilities; MOTION to approve Consent Calendar and authorize President to transfer \$25,000 from Colotrust to Alpine Bank by Director Samson, second by Director Rippy, PASSED vote of 3-0.

6. Comments from Public on Items Not Scheduled on the Agenda.

a. None

7. Reports or Updates.

- a. Financial Reports. President Rippy suggested transfer the maximum allowable amount (10%) of the 2021 DOLA distribution from Colotrust to the Administrative Cost Account due to uncertainty of future earnings. This would be \$254,000; to be re-considered at the December meeting. MOTION to accept Financial Reports by Director S. Rippy, second by Director Samson, PASSED vote of 3-0.
- b. Correspondence. Handwritten thank you note from New Castle Mayor Art Riddile for the mini-grant enabling the town to upgrade its Community Center kitchen. General Counsel recommends approval of letter of engagement from Balanced Books and Accounting, Inc. (Sheana Fedirko). See Staff Report below.
- c. Staff Reports
- i. General Counsel. General Counsel reported press release for Fall Grant Cycle issued, Post Independent reported; mini-grant agreements sent timely. Meeting and orientation with Sheana Fedirko of Balanced Books and Accounting; discussed work audit results. Prior bookkeeper reported working 10 hours/month; analysis shows closer to two hours/month required, excepting budget and audit activities. Hourly billing going forward from Balanced Books. Plan is to reduce staff time by paying rent annually and maximizing use of autopay. MOTION to approve engaging Balanced Books and Accounting for financial services and reporting by Director S. Rippy, seconded by Director Samson, PASSED vote of 3-0. Annual audit is scheduled for January 27, 2022, with McMahan and Associates and Balanced Books. Audited financial statements should be ready in February 2022 for board approval. General Counsel will meet with Stefanie Davis for a New Employee Orientation on November 17 in the FML offices. Ms. Davis will replace Lindsay Pitman on Alpine Bank and Colotrust accounts. Annual Awards Banquet is on Friday, January 28, 2022. Board meeting prior at 9:00 a.m., luncheon at 11:00 a.m.

8. Items Removed from Consent Calendar.

None

9. Unfinished Business.

None

10. New Business**a. Grant Issues & Updates**

- i. 19-ST-02; Valley Senior Housing and Senior Center Renovation; request for extension. Meeting was reopened at 10:44 a.m. to consider this item. MOTION to extend Completion Date to October 31, 2022, by Director M. Samson, second by President Rippy, PASSED vote of 2-0.

- b. Public Hearings (consolidated): Consideration of 2021 Proposed Amended Budget and 2022 Proposed Budget. General Counsel verifies publication of legal notices. President Rippy opened a consolidated public hearing on these two budget items at 10:17 a.m. No public commented. General Counsel Gorgey suggested that the board review the budgets, and to continue the hearing into December to allow for late expenditures to be included. Directors unanimously continued the Public Hearing to December.

c. 2021 Grantee of the Year Award

Eligible organizations for 2021 Grantee of the Year Award discussed. After discussion, Garfield County Emergency Communications Authority suggested as 2021 Grantee of the Year. MOTION by Director S. Rippy, second by President Rippy, PASSED by a vote of 2-0. Director Samson recusal, because he is on the board of the Authority.

11. Other Business

Director Steve Rippy to seek reappointment to FML Board effective January, 2022. Appointment is by the Garfield County Board of Commissioners, three-year term.

12. Executive Session

None

13. Next Meeting.

Wednesday, December 8, 2021, 9:00 a.m. District Office

14. Adjourn

Adjourned at 10:34 a.m.


Steve Rippy, Secretary

12/8/21
Date