

MINUTES OF AUGUST 10, 2022

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

1. Call to Order at 9:00 a.m.

- 2. Roll called by Administrative Assistant:** Director Gregg Rippy, Present
Director Mike Samson, Present
Quorum established. Director Steve Rippy, Present
Also in attendance: Andrew Gorgey, General Counsel
Stefanie Davis, Administrative Assistant
Sheana Fedirko, Balanced Books & Accounting (Zoom)

3. Additions or Changes to Agenda.

None.

4. Consent Calendar.

- a. Approval of Minutes: July 13, 2022

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

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

None.

6. Staff Reports

- a. Financial Reports

i. Current Expenses and Requests for Payment

1. 21-FM-03; Town of Parachute; Police Vehicle; \$25,000
2. 21-FM-07; Silt Water Conservancy District; Remote Controlled Aircraft; \$17,109.00
3. Request to Authorize President to Transfer Funds; Total Requested Payments \$42,200.00 with \$0.00 to Forfeited Grants.

ii. Bank Activity

iii. Open Grants Report

iv. Budget to Actual

v. Other

General Discussion of Current Expenses, Balance Sheet, and P&L Report; expenses are as expected. FMLD's office rent was increased by Mason Morse; it is now \$1,313.48 per month, which is a 5% increase.

MOTION to accept Financial Reports and authorize the President to transfer funds by Director S. Rippy, second by Director Samson; PASSED vote of 3-0.

- b. Correspondence

None.

- c. Report from Administrative Assistant to the Board.

FMLD can have its Annual Awards Luncheon at Grand River Hospital, as their banquet operations have resumed. Only the dates of 1/6/2023 or 1/27/2023 are available; the Directors selected 1/27/2023 as the event date.

Ms. Davis spoke to representatives of the 19-J-01 LoVa Meet Me in the Middle joint grant, who indicated that they will not have anything substantive to report at FMLD's September meeting. They would prefer to present in October. Director Samson indicated that we need to hear from them by year's end, to which the Directors agreed. Ms. Davis will communicate to Town of New Castle Administrator David Reynolds to have the group present at FMLD's October 12, 2022 meeting.

d. Report from General Counsel.

Staff meetings were held on July 21 and August 4. Ms. Fedirko of Balanced Books and Accounting participated in these meetings and will attend regularly going forward.

Grant Applications for Fall 2022 are available and posted on our website as of August 4, 2022. Grant applications are due to FMLD on August 31, 2022. There have been some minor edits made to the application, for clarity to applicants.

General Counsel reviewed our office lease with Mason Morse and confirmed that the rent increase of 5% is legal, and within the terms of our written agreement with them. Our current lease is in place until January 2024. Staff hopes that the Directors like the new way the financials are presented at the meetings.

FMLD is migrating its administrative files from Sharefile to Dropbox for files that can be stored and accessed remotely. This is not a cost-incurring change; Dropbox will be more user-friendly for staff and Directors. General Counsel and Ms. Davis have set a goal to have the FMLD Operations Manual finished by the end of 2022. This manual will memorize our administrative practices and procedures and serve as a guide for future staff.

7. Items Removed From Consent Calendar.

None

8. New Business.

a. Grant Issues & Updates

i. 20-ST-03; Garfield County Education Center; Colorado State University (CSU) Extension

Director Samson reported that the 20-ST-03 Garfield County Education Center project has stalled, due to a large grant that was not awarded to them that they were expecting. He stated that he and the other Garfield County Commissioners will have to review the viability of the project. No funds have been disbursed from FMLD to CSU Extension.

ii. CO HB 21-1110; Website Accessibility

General Counsel reported on this legislation that requires compliance for County entities, including FMLD, a special district. The deadline for complying is July 1, 2024. Funds needed for these changes to our website will need to be incorporated into this year's budget. General Counsel requests permission to have the authority to sign a SIPA (State Internet Portal Authority) mini grant application, should the need arise between monthly FMLD board meetings.

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

9. Other Business.

None

10. Executive Session.

None

11. Next Meeting.

Wednesday, September 14, 2022, 9:00 a.m. - District Office

12. Adjourn.

Adjourned at 9:36 a.m.


Steve Rippey, Secretary

9-14-22
Date

