

MINUTES OF MARCH 8, 2023

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

1. Call to Order at 9:01 a.m.

- 2. Roll called by Administrative Assistant:** Director Gregg Rippey, Present
Director Mike Samson, Present (via telephone)
Director Steve Rippey, Present
Quorum established.
Also in attendance: Andrew Gorgey, District Counsel
Stefanie Davis, Administrative Assistant
Sheana Fedirko, Balanced Books & Accounting (Zoom)
Dave Reynolds, Town Manager, Town of New Castle
Jeanne Golay, LoVa
Jessica Bowser, Assistant City Engineer, City of
Glenwood Springs
Ben Mendenhall, Chandler Asset Management (Zoom)

3. Additions or Changes to Agenda.

- i. District Counsel suggested Directors move Agenda Item 9(a)(i) 19-J-01, LoVa Meet Me in the Middle, Town of New Castle Quarterly Report up in the agenda, because the grantees are present to update the Board. District Counsel also suggested moving Item 8(b) up in the agenda for a presentation by Ben Mendenhall.

MOTION by Director S. Rippey, second by Director Samson to change the agenda as recommended, PASSED vote 3-0.

4. Consent Calendar.

- a. Approval of Minutes: February 8, 2023

MOTION to adopt the Consent Calendar by Director S. Rippey, second by Director Samson, PASSED vote of 3-0.

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

None.

6. New Business

- a. Grant Issues & Updates (Item 9(a)(i))
- i. 19--J-01; LoVa Meet Me in the Middle; Town of New Castle Quarterly Report
Dave Reynolds thanked the Board for inviting the grant team, and introduced Jessica Bowser, Assistant City Engineer, City of Glenwood Springs, who reported Glenwood Springs awarded the project to Mueller Construction. Mueller will start by erecting fencing to protect the trail for the duration of the project and installing temporary shoring to construct the 700-foot trail. A lot of dirt must be excavated and removed to build the retaining walls. Ms. Bowser stated July 31 is the anticipated completion date, although rain in April could affect the schedule.

Jeanne Golay reported that she received an anonymous \$300,000 gift to fund this project, which is enough to fund any overages or unforeseen costs. Based on all of this progress, the Directors stated there is no further need for quarterly reporting.

Mr. Reynolds wanted to revisit the payment terms of the 19-J-01 Grant Agreement. The Grantees chose Payment Option 1 when the grant agreement was executed in 2019. He would like the flexibility to use Option 2—which is to request 50% of the granted amount in advance of the project’s completion—if needed.

MOTION by Steve Rippy, second by Director Samson, to allow the grantees to select Option 2 or 3 for payment, augmenting their original agreement. PASSED vote of 3-0. District Counsel amended the grant agreement to reflect this change, and Mr. Reynolds and President Rippy signed the amendment.

When the project is completed, Ms. Golay would like to have a ribbon-cutting event and media release for the project’s opening, likely the second Wednesday in August.

7. Unfinished Business

b. Investment Policy and Investment Advisor ((Item 8(b))

Ben Mendenhall of Chandler Asset Management spoke about the feasibility of becoming FMLD’s investment advisor. Although the FMLD’s assets are below the threshold amount of what Chandler Asset Management typically handles, Mr. Mendenhall presented a guided portfolio strategy used by Chandler Asset Management for smaller local governments outside of Colorado. The plan is in line with FMLD’s Investment Policy, as well as state statutory requirements. Chandler’s proposed fee is 12 basis points for assets under management, or \$24,000 per \$1 million. Mr. Mendenhall pointed out that the FMLD is currently paying comparable fees to Public Trust Advisors, which are not explicitly shown on Colotrust statements, because gains shown are net of fees. Mr. Gorgey pointed out that C.R.S. section 30-20-1401(5)(d) states it is optional for the FMLD to retain an investment advisor, but that if the Board retains an investment advisor, it must do so in an open and competitive process. The Board directed staff to begin an RFP process for investment advisory services. The Board reviewed the Investment Policy. No changes for 2023.

8. Staff Reports.

a. Financial Reports

- i. Financial Overview
- ii. Bank Activity
- iii. Current Expenses
- iv. Budget to Actual

General Discussion of Balance Sheet and P&L Report; expenses are as expected; reconciliation of bank accounts approved. MOTION to accept Financial Reports, subject to audit by Director Samson, second by Director S. Rippy, PASSED vote of 3-0.

v. Requests for Payment

1. 19-ST-02; Garfield County Housing Authority; Valley Senior Housing & Center Renovation; \$75,000
2. 20-FT-04; City of Rifle; Railroad Ave./Third Street, Phase I; \$200,000
3. 22-SM-06; Town of Parachute; Public Works Vehicle; \$25,000
4. 22-ST-03; Colorado River Fire Protection District; Hydraulic Rescue Equipment; \$98,250
5. 22-ST-07; Parachute/Battlement Mesa Park and Recreation District; Recreation Center Irrigation; \$90,473.95

vi. Request to Authorize President to Transfer Funds; Total Requested Payments \$488,725.00 with \$8,226.05 to Forfeited Grants.

Ms. Davis noted that the paperwork is not all submitted for 19-ST-02, and asked the Board to approve payment, but to hold the check until the Final Report is complete.

MOTION to approve Requests for Payment, holding 19-ST-02 until the Final Report is completed and approved by Directed S. Rippy, second by Director Samson. PASSED vote of 3-0.

vii. Open Grants Report

Ms. Davis and Ms. Fedirko reviewed the Open Grants report with the Directors; the 2022 Fall Traditional grant to the City of Rifle has been cancelled and will be taken off the list, restoring \$600,000 to the amount of available funds to grant.

b. Correspondence

Ms. Davis reported that she had a fair amount of email correspondence from potential grantees, with questions about their submissions and the influx of applications.

c. Administrative Assistant to the Board

None.

d. District Counsel

Mr. Gorgey reported that Team Meetings were held with Ms. Davis on 2/16/23 and 3/1/23, as well as meeting with Ms. Fedirko on financial matters. Mr. Gorgey also thanked Ms. Fedirko on her help with the audit. Lease is up February 1, 2024.

Per the FMLD Board's direction, Mr. Gorgey communicated to the City of Rifle about their 2022 Fall Traditional Grant, letting them know that it would be cancelled due to its change of project scope and funding.

The Department of Local Affairs (DOLA) accepted FMLD's 2023 adopted budget and the 2022 amended budget on February 16, 2023. Staff uploaded both documents timely on January 30, 2023, to DOLA. FMLD's Special District's Association (SDA) dues have been paid.

9. Items Removed from Consent Calendar.

None.

10. Unfinished Business.

a. Audited 2022 Financial Statements.

District Counsel reported edits to the Management's Discussion and Analysis section of the audit. MOTION to approve Audited 2022 Financial Statements as edited by Directed S. Rippy, second by Director Samson. PASSED vote of 3-0. Staff is directed to work with McMahan and Associates to ensure statements are filed with State Auditor's Office.

11. New Business

a. 2023 Spring Grant Program

Ms. Davis reported that there were 11 Mini Grant and 12 Traditional Grant applications for the 2023 Spring Grant Cycle. The City of Rifle is re-applying for their Gateway Traffic and Pedestrian Improvements, and Colorado Mountain College re-applied for the CMC Welcome Center at 8th St. and Grand Ave. in Glenwood Springs.

Score sheets are due back to Ms. Davis on April 5, 2023.

12. Other Business.

Director Samson has a schedule conflict on the second Wednesday of April and requested we move the meeting to Tuesday, April 11, 2023 at 10:00 a.m. MOTION to move April regular meeting by Director Samson, second by Director S. Rippy. PASSED vote of 3-0.

13. Next Meeting: Tuesday, April 11, 2023, 10:00 a.m. in the District Office

14. Adjourn.

Meeting adjourned at 10:35 a.m.


Steve Rippy, Secretary

4-26-23
Date

MINUTES OF APRIL 11, 2023

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

1. Call to Order at 10:10 a.m.

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

3. Additions or Changes to Agenda.

Ms. Davis requested two changes to Requests for Payment, (1) that 21-FM-05 Roaring Fork RE-1 School District; Glenwood Springs High School Theatre Stage Lighting; \$20,687.00 be removed, and (2) that 22-FM-05 Battlement Mesa Park & Rec District; Rec Center LED Lighting, Phase 2; \$25,000 be added.

MOTION by Director Samson, second by Director S. Rippy to amend the Meeting Agenda as requested; PASSED vote of 3-0.

4. Consent Calendar.

- a. Approval of Minutes: March 8, 2023

MOTION to approve minutes 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. Financial Overview
- ii. Bank Activity
- iii. Current Expenses
- iv. Budget to Actual

General Discussion of Balance Sheet and P&L Report; expenses are as expected; reconciliation of bank accounts approved. MOTION to accept Financial Reports subject to audit by Director Samson, second by Director S. Rippy, PASSED vote of 3-0.

- v. Requests for Payment

1. 19-J-01; Town of New Castle; LoVa Meet Me in the Middle; Option #1 advance payment of \$350,000.00; Requested by City of Glenwood Springs.
2. 22-FM-01; Battlement Mesa Metropolitan District; Asphalt Roller; \$25,000.00
3. 22-FM-05; Battlement Mesa Park & Rec District; Rec Center LED lighting, Phase 2; \$25,000.00
4. 22-SM-04; Town of New Castle; Town Hall Flooring; \$24,163.55

- vi. Request to Authorize President to Transfer Funds; Total Requested Payments: \$424,163.55, with \$836.45 to Forfeited Grants.

MOTION to approve Requests for Payment and Authorization for the President to transfer funds by Director Samson, second by Director S. Rippy; PASSED vote of 3-0.

vii. Open Grants Report

b. Correspondence

None.

c. Administrative Assistant to the Board

No report.

d. District Counsel

Mr. Gorgey met with Ms. Davis on March 16 and April 5. As requested by the Board, he spoke with Carbondale Community School regarding their eligibility as an applicant. Mr. Gorgey spoke with Ben Mendenhall and President Rippy about investment advisory services, which will be discussed in Agenda item 9(a).

7. Items Removed from Consent Calendar.

None.

8. Unfinished Business

9. New Business

a. Investment Advisor RFP & Alpine Bank Money Market discussion

District Counsel Gorgey reported that he had produced the Request for Proposal (RFP) for investment advisory services, but also that Alpine Bank had contacted President Rippy around the same time. Alpine Bank is offering a Money Market Account option for PDPA funds with a 4.75% rate of return. Opening a new account with Alpine Bank will require a resolution.

MOTION by Director S. Rippy to open a Money Market Account with Alpine Bank with direction to District Counsel to draft a resolution formalizing this decision, second by Director Samson; PASSED vote of 3-0. This action makes the pending RFP for investment advisory services moot, and the RFP will not be issued.

b. 2023 Spring Grant Program – Funding

Discussion of applications and available funds for grants, led by District Counsel Gorgey and Administrative Assistant S. Davis.

MOTION to approve Battlement Mesa Metropolitan District Traditional Grant of \$150,000 by Director Samson second by President Rippy, PASSED vote of 2-0, with Director S Rippy abstaining. MOTION to approve the Traditional Grant awards as listed below, except for the grant to Battlement Mesa Metropolitan District, by Director Samson second by Director S Rippy, PASSED vote of 3-0.

Awards in the Traditional Grant Program:

Battlement Mesa Metropolitan District	Wastewater Treatment Plant Upgrade	\$150,000.00
Garfield County School District #16	Safety and Security Project	\$150,000.00
New Castle, Town of	2023 Streets Capital Maintenance	\$150,000.00
Parachute Battlement Mesa Park & Recreation District	Facility Roof Repair, Phase II	\$150,000.00
Parachute, Town of	Cardinal Way Sidewalk Improvements	\$250,000.00
Rifle, City of	Gateway Traffic & Pedestrian Improvements	\$450,000.00
Silt, Town of	Water Treatment Plant Replacement	\$450,000.00
Silt Water Conservancy District	Remote Monitoring System	\$ 50,000.00

MOTION to approve Battlement Mesa Metropolitan District Mini Grant of \$25,000 by Director Samson second by President Rippy, PASSED vote of 2-0, with Director S Rippy abstaining. MOTION to approve the Mini Grant awards as listed below, except for the grant to Battlement Mesa Metropolitan District, by Director Samson second by Director S Rippy, PASSED vote of 3-0.

Awards in the Mini Grant Program:

Battlement Mesa Metropolitan District	Service Shop Paving	\$ 25,000.00
Carbondale & Rural Fire Protection District	800 MHz Mobile Radios	\$ 24,900.00
Colorado River Fire Rescue	Apparatus Lift Jack Project	\$ 25,000.00
Gypsum Fire Protection District	Station 23 Utilities	\$ 24,660.00
Rifle Housing Authority	Security Upgrades	\$ 17,500.00
Rifle, City of	Grand Hogback Trail	\$ 20,000.00
Silt, Town of	Police Vehicle Equipment	\$ 24,300.00

10. Other Business.

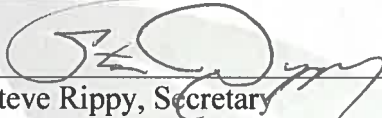
NONE

11. Executive Session

12. Next Meeting: Wednesday, May 10, 2023, 9:00 a.m. in the District Office

13. Adjourn.

Meeting adjourned at 11:56 a.m.


Steve Rippy, Secretary

5-10-23
Date