

MINUTES OF November 13, 2019

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

1. **Call to Order at 9:00 am.**
2. **Roll called by Administrative Assistant:**
 - Director Gregg Rippy, Present
 - Director Mike Samson, Present
 - Director Steve Rippy, Present

Quorum established.

Also in attendance:

 - Andrew Gorgey, General Counsel
 - Barbara Gold, Administrative Assistant
 - Jeanne Golay, Executive Director of LoVa Trails Group
3. **Additions or Changes to Agenda.**

None
4. **Approval of Minutes.**
 - a. **October 9, 2019**

MOTION to approve by Director S Rippy, second by Director Samson, PASSED vote of 3-0.
5. **Consent Calendar.**
 - a. Approve Expenses
 - b. Request to Authorize President to Transfer Funds
 - c. Request for Payment
 - i. 18-FM-06; Town of Parachute; Police Vehicle; \$25,000.00
 - ii. 18-FM-02; Colorado River Fire Protection Dist; Mobile Message Board; \$20,125.00
 - iii. 19-SM-05; Town of Silt; Senior Housing Boiler Replacement; \$25,000
 - iv. 18-FT-07; Town of Silt; Pioneer Drive Improvements; \$189,333.00
 - v. 18-FM-03; City of Glenwood Springs; Emergency Firefighting Drones; \$14,923.43, \$9,706.57 forfeited

General Discussion; MOTION to approve Consent Calendar, including Expenses, Requests for Payments pending expense proof from C.i. and C.v., and the transfer of \$275,000.00 from ColoTrust Investment Account to Alpine Bank Project Checking Account by Director Samson, second by Director S Rippy, PASSED vote of 3-0.
6. **Comments from Public on Items Not Scheduled on the Agenda.**

Jeanne Golay thanked Directors for Joint Grant Award and requested extension of acceptance date. Ms. Golay presented changes/modifications in the "Meet me in the Middle" project that might be required if funding cannot be supplemented from other sources and requested input from the Directors as to correctness of signing 19-J-02 Grant Agreement prior to these funding issues being resolved. General Discussion; Board told Golay to make them aware of any material modifications to the Project, as many prior Grantees have done, and authorized that the grant agreement acceptance date to be extended to December 31, 2019.
7. **Reports or Updates.**
 - a. Financial Reports

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

b. Staff Reports

i. Administrative Assistant to the Board.

Several thank you notes have been received from Grantees

ii. General Counsel.

Press Release with Fall 2019 Grant Awards was published timely; new Joint Grant Agreement was created; all Grant Agreements were finalized and mailed to recipients timely; General Counsel also received thank you messages via email from several Grantees, and inquiry from at least one unsuccessful applicant; communication from the City of Glenwood Springs requesting Board preference for date in January for ribbon cutting on 27th St. Bridge project - Board replies for Glenwood to pick the date best for them; General Counsel informs Board of new administrative schedule as follows: 1) Administrative Assistant has set agenda cutoff as close of business the first Wednesday of the month; 2) General Counsel and Administrative Assistant to meet via videoconference the first Thursday of every month, and otherwise as needed; 3) meeting notice and agenda packets to be delivered to Directors no later than the Friday before the second Wednesday of the month, with meeting notice also delivered to Align Multimedia for posting to GCFMLD website.

8. Items Removed From Consent Calendar.

None

9. Unfinished Business.

None

10. New Business.

a. Grant Issues & Updates

- i. 19-FT-07; City of Rifle; 5th, 3rd, Fravert Blvd. Street Reconstruction; request for modification
- ii. 17-FT-02; City of Glenwood Springs, 27th St. Bridge Project; request for extension of Project Completion Date from October 11, 2019 to May 30, 2020. (7+ months)

MOTION to approve City of Rifle and City of Glenwood Springs modification requests by Director Samson, second by Director S Rippy, PASSED vote of 3-0. General Counsel to follow up as needed.

b. Director Reappointment

General discussion; Director Rippy's intention is to re-apply for the FMLD Board; General Counsel is directed to prepare a letter for signature and draft resolution for submission to the Garfield County BOCC. Director Samson stated the matter will be considered at the December 9, 2019, BOCC meeting.

c. Review of Professional Services and Contracts

i. Legal Services

Discussion of General Counsel's renewal contract; MOTION to approve General Counsel contract as amended by Director S Rippy, second by Director Samson, PASSED vote of 3-0.

ii. Insurance (Colorado Special Districts / Mountain West)

General Discussion; no major changes. Final policy and declarations page will be available for December 11 meeting. Director G. Rippy requests additional information on coverage for non-owned autos.

iii. Budget and Audit Services (McMahan and Associates)

General Discussion; MOTION to approve McMahan and Associates services to finalize FY 2019, and for FY 2020, and FY 2021 (budget and preparation of CARF) by Director S Rippy, second by

Director Samson, PASSED vote of 3-0. General Counsel to memorialize Board action with a letter to McMahan.

iv. Office Lease

Lease reviewed, previously signed; General Discussion; rent increase of 2% per lease terms effective Feb. 1, 2020; increased rent is reflected in Proposed 2020 Budget.

v. IT Services (Align Multimedia / SIPA)

General Discussion; MOTION to approve agreement with Align Multimedia for ongoing services by Director S Rippy, second by Director Samson, PASSED vote of 3-0.

d. Colorado Employee Benefit Trust

General Counsel explains options available to staff with the CEBT medical plan. Board authorizes staff to inquire of CEBT whether any plan may be available for staff, but cautions none may be available, because all staff are part-time. Benefits through CEBT, if any, would be at no expense to the District.

e. Public Hearings

i. 2019 Proposed Amended Budget

ii. 2020 Proposed Budget

The Public Hearings having been duly noticed as required by law, President Rippy called the hearing to order; General Counsel and Administrative Assistant are sworn in; General Discussion; No public present; MOTION to approve Resolution 19-04 Adopting First Amended 2019 Budget and Appropriations by Director Samson, second by Director S Rippy, PASSED vote of 3-0. MOTION to approve Resolution 19-05 Approving 2020 Proposed Budget and Appropriations by Director Samson, second by Director S Rippy, PASSED vote of 3-0.

f. Annual Awards Luncheon

General Discussion; Board finalizes Luncheon menu and reviews invitee list. Direction to staff.

11. Other Business.

Director Samson asked fellow Directors whether the Board should consider giving fewer grants in 2020 and build reserves to fund a larger project; General Discussion; President Rippy stated that while he respected the question, he favored giving more smaller grants rather than fewer large ones.

12. Executive Session

None

13. Next Meeting.

Wednesday, December 11, 2019, 9:00 a.m. - District Office

14. Adjourn.

Adjourned at 11:13 a.m.


Steve Rippy, Secretary

12-11-19
Date