



SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS

Regular Board Meeting Agenda

Thursday, 11 February 2021
1:30 – 2:30 pm

Remote Meeting Only
Zoom Meeting ID: 964 1237 6617
<https://zoom.us>

- I. Introductions
- II. Public Comment – 5 minutes per person
- III. Consent Agenda
 - a. December 2020 SWCCOG Meeting Minutes
 - b. November 2020 Financials
 - c. December 2020 Financials
- IV. Discussion Items
- V. Decision Items
 - a. Grant Approvals
 - b. Letters of Support Ratification
- VI. Reports
- VII. Community Updates

Introductions

Public Comment

Please limit comments to 5 minutes per person

Consent Agenda

**Southwest Colorado Council of Governments
December Board Meeting
Thursday, 10 December, 2020, 1:30 p.m.
Video Conference**

In Attendance:

Gwen Lachelt – La Plata County
David Black – Town of Bayfield
John Dougherty – City of Cortez
Andrea Phillips – Town of Pagosa Springs
Mark Garcia – Town of Ignacio
Katie Sickles – Town of Bayfield
Alvin Schaaf – Archuleta County
Steve Garchar – Dolores County
Mike Lavey – City of Cortez
Shari Pierce – Town of Pagosa Springs
Willy Tookey – San Juan County

Staff in Attendance:

Miriam Gillow-Wiles – Southwest Colorado Council of Governments
Jessica Laitsch – Southwest Colorado Council of Governments

Guests in Attendance:

Rachel Medina – City of Cortez
Mike Segrest – La Plata County
John Whitney – Senator Bennet’s Office

Introductions

The meeting was called to order at 1:32 p.m.

Public Comment

None.

Consent Agenda

- a. October 2020 SWCCOG Meeting Minutes
- b. September and October 2020 Financials

David Black motioned to approve the consent agenda, Alvin Schaaf seconded, unanimously approved.

Update from Senator Bennet’s Office:

John reported there have been negotiations on a COVID relief package, he summarized some of the proposed elements that may be included including another round of the Paycheck Protection Program and extended unemployment benefits. If an agreement can be reached it would be in the next week since the session will be ending. Gwen asked if the liability protection would exempt companies from lawsuits related to COVID. John replied that is the intent, and that this has been one of the sticking points throughout negotiations.

Executive Session:

Gwen Lachelt motioned to convene in Executive Session for discussion of a personnel matter under CRS Section 24-6-402(2)(f) and NOT involving: any specific employees who have requested discussion of the matter in open session; any member of this body or

any elected official; the appointment of any person to fill an office of this body or of an elected official; or personnel policies that do not require the discussion of matters personal to particular employees. No decisions will be made in Executive Session, David Black seconded, unanimously approved.

The Executive Session began at 1:47 p.m. and ended at 2:04 p.m.

Discussion items

a. Draft remote work and equipment policies

Miriam described that at the October meeting there was discussion about creating a template work at home policy for the SWCCOG and for member jurisdictions. She mentioned that this is being reviewed by the SWCCOG's liability insurance provider and has not yet been reviewed by legal.

b. Associate Member Policy Discussion

Miriam described that a number of local agencies would like to work with the SWCCOG on broadband, the Board has previously expressed disinterest in a la carte memberships. She asked about the possibility of having broadband specific associate members since a significant portion of her time is being used on these efforts. Gwen asked what jurisdictions this would apply to. Miriam replied that there are some agencies that are eligible to be members, this option may need to be open only to agencies not eligible to be members. She also mentioned that the Board may wish to allow the Tribes to be members. There was discussion about the real cost to the SWCCOG of these support efforts, which is in the thousands. Willy expressed the need to balance disincentivizing membership versus having the SWCCOG left out of regional efforts, and cautioned against creating expectations that overextend Miriam's time. There was discussion about other COG's that have different membership arrangements. Miriam will contact partner agencies to get their thoughts as well.

Decision Items

a. Approval of Discussion Items from Executive Session

Gwen described the discussion regarding a possible raise and the request to see Miriam's goals and objectives for 2021.

Willy Tookey motioned to approve an increase of 5% for the Executive Director, David Black seconded, unanimously approved.

b. Grant Approvals

Miriam explained that there are a number of grant application requests, including two for ratification that were approved by the Executive Committee and three for approval. She described the grant requests. Gwen asked about the staff time required. Miriam replied that the EDA request includes funding to hire a part time employee. Mark asked about the digitization grant for the Regional Housing Alliance. Miriam had suggested that the SWCCOG apply on behalf of the RHA to digitize their files, that would be a separate grant.

Mark Garcia motioned to approve applications for the grants, John Dougherty seconded, unanimously approved.

c. Title VI Policy Updates

Jessica described the updates to the policy.

Willy Tookey motioned to approve the Title VI policy as amended, Andrea Phillips seconded, unanimously approved.

d. Executive Committee Selection

Miriam described that the Board changes the Executive Committee annually, typically everyone moves up a space and a new member is added. Willy stated that he would support someone else serving as Chair, but otherwise would be willing to do so. David offered to serve a Chair. **Andrea Phillips motioned to elect David Black as Chair, Willy Tookey as Vice-chair, and John Dougherty as Treasurer/Secretary in 2021, Alvin Schaaf seconded, unanimously approved.**

e. 2020 Budget Amendment

Miriam described the proposed changes.

Willy Tookey to approve the 2020 budget amendment as proposed, David Black seconded, unanimously approved.

f. 2021 Final Budget

Miriam described the highlights and changes since the draft budget. Mark asked about the CDOT other line item. Miriam replied this is for developing a CDL program. Mark asked about the housing project. Miriam replied this is to help with administration of a joint housing project with Housing Solutions for the Southwest. Mark asked about the DOLA Economic Assistance Program. Miriam replied this is to implement the outcomes of the USDA REDI grant.

Willy Tookey motioned to adopt the 2021 Budget as presented with the change to reflect the 5% increase for the Executive Director, Alvin Schaaf seconded, unanimously approved.

g. 2021 Meeting Schedule

Miriam explained the proposed schedule continues with the Board meeting every other month. **Alvin Schaaf motioned to approve the 2021 meeting schedule as presented, Shari Pierce seconded, unanimously approved.**

Reports

- a. 2020 Attendance Report
- b. Director's Report
- c. Broadband Report
- d. Fiscal Administration Report
- e. Grant Updates
- f. Transportation/Transit Report

Miriam reported that she is planning to take some time off. There is a short broadband report, of note there will be new leadership at the FCC. She described changes to the grant report and summarized recent grant awards.

Community updates

David reported that Miriam met with the Town of Bayfield. The Town is working to sponsor an ISP. They are working to build a walkway/bike path along CR 501. They are finishing up a waterline project.

Shari reported that the Town of Pagosa Springs spent their CARES Act money on community and business support, and they have approved additional business support from the general budget. The maintenance facility is on schedule. They awarded a contract for a land use and development code re-write. They are working to plan a new community park.

Mike reported that the City of Cortez is working with Region 9 on COVID relief applications. They are working to hire an airport manager and a finance director. They hosted an employee recognition event. They reviewed community grant awards for nonprofits. They are looking at scheduling a retreat so the City Council can meet in person for the first time. They approved a rural jumpstart program. John added that they completed the 2016 audit.

Willy reported that it is snowing in San Juan County. The December sales tax for October collections were above 2019, collections in the Town of Silverton for year was down slightly, but overall the economy held up relatively well. They have a contract to undertake a community visioning process. He thanked Gwen for serving as Chair.

Steve reported that it is snowing in Dolores County. He reported that sales tax is up. They are moving into the orange COVID category, likely due to hunting season. They are working on a human services building. There has been talk of possible construction of a large solar farm. He reported that they will not be members of the SWCCOG in 2021.

Alvin reported that the Archuleta County jail is open and they are working on moving people over as they are training. All of their COVID relief money has been spent. They are working on building a courthouse. Sales tax has increased, likely due to remote sales.

Mark reported that the Town of Ignacio has been struggling with public health order enforcement. Their sales tax numbers are up. They are working on grants for fiber to the home. They are working on a plan for an affordable housing project, this may be a good project for the Regional Housing Alliance. They are working on an intersection at Becker and Goodard.

Gwen reported that La Plata County sales tax is up, the tax on internet sales has been critical. They designated December 10 as Leonard C. Birch Day. They are at level red for COVID, there was an outbreak at a nursing home. They have distributed approximately \$900 thousand in funding to businesses. The state is working on certification for businesses to open, the County is seeking local input for a local framework for reopening. She wished luck to the group and to the SWCCOG. Miriam and David thanked Gwen for her service.

Miriam will reach out when the newly elected senator and representative have staff on the ground.

The meeting was adjourned at 3:26 p.m.

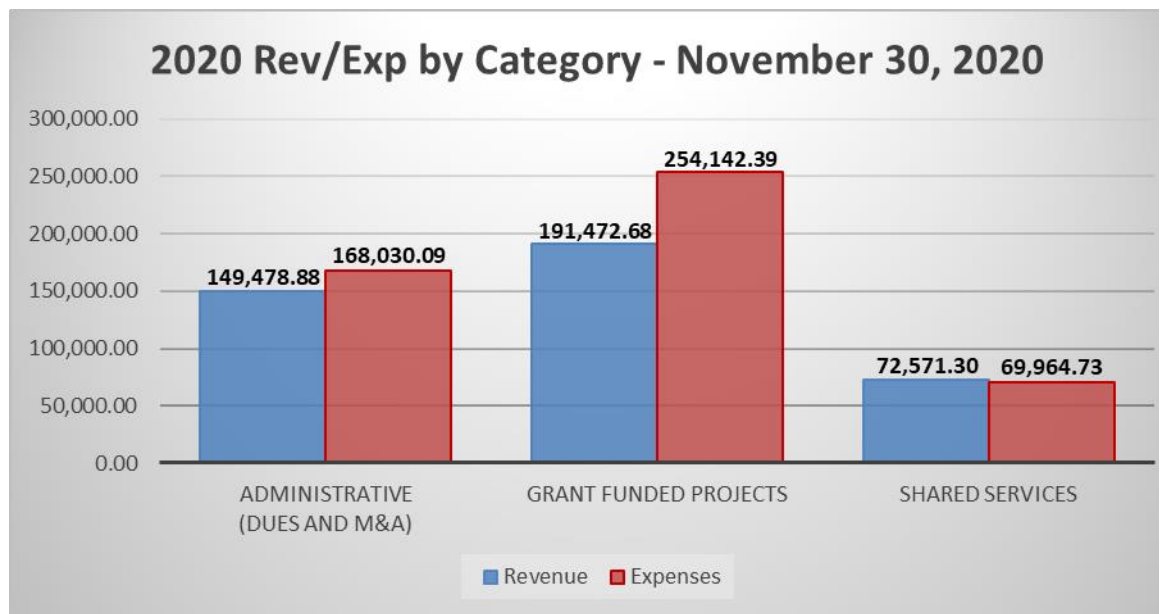
November 2020 Financials

To: SWCCOG Board of Directors
From: Jessica Laitsch
Date: 5 February, 2021

- Comments: The following reports are attached:
- Balance Sheet as of 30 November, 2020
 - Budget vs. Actuals as of 30 November, 2020

Items to note:

The net income in November 2020 is negative, this is due in part to outstanding reimbursements for Zoom licenses from a number of organizations, and due in part to pending reimbursements for expenditures through a number of grant programs.



Fiscal Impact: High, overall financial status of the organization

Legal Review: Not applicable

Staff Recommendation: Approve the November 2020 Financials

Southwest Colorado Council of Governments

BALANCE SHEET

As of November 30, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Alpine Bank	0.00
Alpine Bank Account (UR)	10,308.81
Fiber Equip Fund - Restricted	0.00
Total Alpine Bank	10,308.81
Petty Cash	22.97
AmeriCorps VISTA	110.54
Jessica Laitsch	0.00
Total Petty Cash	133.51
Total Bank Accounts	\$10,442.32
Accounts Receivable	
Accounts Receivable	82,566.44
Total Accounts Receivable	\$82,566.44
Other Current Assets	
Prepaid Expense	0.00
Undeposited Funds	7,896.00
Total Other Current Assets	\$7,896.00
Total Current Assets	\$100,904.76
TOTAL ASSETS	\$100,904.76

Southwest Colorado Council of Governments

BALANCE SHEET

As of November 30, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	35,516.71
Total Accounts Payable	\$35,516.71
Credit Cards	
Credit Cards	0.00
Jessica	5,670.00
Miriam	981.28
Sara	0.00
Total Credit Cards	6,651.28
Total Credit Cards	\$6,651.28
Other Current Liabilities	
Accrued Wages	0.00
Deferred Revenue	0.00
Payroll Liabilities	1,347.21
457 Retirement Due	3,525.65
CEBT Health Insurance Due	-248.38
Total Payroll Liabilities	4,624.48
Total Other Current Liabilities	\$4,624.48
Total Current Liabilities	\$46,792.47
Total Liabilities	\$46,792.47
Equity	
Opening Balance Equity	0.00
Retained Earnings	57,948.65
Net Income	-3,836.36
Total Equity	\$54,112.29
TOTAL LIABILITIES AND EQUITY	\$100,904.76

Southwest Colorado Council of Governments
Budget vs. Actuals: 2020 Budget - FY20 P&L
November 2020

	Total			
	Actual	Budget	Remaining	% Received
Income				
Dues Revenue				
COG Dues	91,998.00	121,547.00	29,549.00	75.69%
SWTPR Contributions	4,675.00	6,842.00	2,167.00	68.33%
Total Dues Revenue	\$ 96,673.00	\$ 128,389.00	\$ 31,716.00	75.30%
Grant Match				
COG Member Match		25,000.00	25,000.00	0.00%
Non-COG Member Match	0.00	15,000.00	15,000.00	0.00%
Total Grant Match	\$ 0.00	\$ 40,000.00	\$ 40,000.00	0.00%
Grant Project Income				
All Hazards	25,007.49	157,500.00	132,492.51	15.88%
CDOT Grants				
SWTPR Grant	0.00	21,050.00	21,050.00	0.00%
Total CDOT Grants	\$ 0.00	\$ 21,050.00	\$ 21,050.00	0.00%
Colorado Health Foundation	76,777.00	0.00	-76,777.00	
DoLA Grants				
Census 19-079	56,089.00		-56,089.00	
DOLA 19-189	29,111.42	48,000.00	18,888.58	60.65%
DOLA 8573	5.85	0.00	-5.85	
DOLA 9149 - 2020 TA		125,000.00	125,000.00	0.00%
Total DoLA Grants	\$ 85,206.27	\$ 173,000.00	\$ 87,793.73	49.25%
RREO Grant		19,878.00	19,878.00	0.00%
SWIMT	4,481.92	9,000.00	4,518.08	49.80%
Total Grant Project Income	\$ 191,472.68	\$ 380,428.00	\$ 188,955.32	50.33%
Misc Income	7,528.12		-7,528.12	
Project Administration				
All Hazards M&A	1,877.54	2,500.00	622.46	75.10%
DOLA Other	6,692.00		-6,692.00	
Local Foods	3,825.00		-3,825.00	
Recycling		22,717.00	22,717.00	0.00%
RHA	10,000.00	10,000.00	0.00	100.00%
SJRC&D	6,854.25	10,000.00	3,145.75	68.54%
SWIMT	560.05	1,000.00	439.95	56.01%
SWTPR	10,132.75	11,050.00	917.25	91.70%
Transit Coordination Grant	4,761.00	28,832.00	24,071.00	16.51%
USDA REDI	575.17		-575.17	
Total Project Administration	\$ 45,277.76	\$ 86,099.00	\$ 40,821.24	52.59%
SCAN Services				
Aggregation of Connectivity	12,414.00	15,084.00	2,670.00	82.30%
Contract Sharing	19,445.80	1,500.00	-17,945.80	1296.39%
Dark Fiber Leasing	40,561.50	46,902.00	6,340.50	86.48%
Telecom Services	150.00	1,200.00	1,050.00	12.50%
Total SCAN Services	\$ 72,571.30	\$ 64,686.00	-\$ 7,885.30	112.19%
Total Income	\$ 413,522.86	\$ 699,602.00	\$ 286,079.14	59.11%

	Actual	Budget	Remaining	% Spent
Expenses				
Administrative Costs				
Operating Expenses				
Advertising and Promotion	10.92	240.00	229.08	4.55%
Bank Service Charge	96.31	200.00	103.69	48.16%
Conference Fee	250.00	1,500.00	1,250.00	16.67%
Consulting	1,578.75	7,500.00	5,921.25	21.05%
Employee/Board Appreciation		100.00	100.00	0.00%
Information Technology (IT)				
Hardware	1,200.90	1,400.00	199.10	85.78%
Software	2,113.13	1,804.00	-309.13	117.14%
Total Information Technology (IT)	\$ 3,314.03	\$ 3,204.00	-\$ 110.03	103.43%
Internet Connectivity	68.74			
Meetings	731.32	1,000.00	268.68	73.13%
Memberships	4,348.00	5,698.00	1,350.00	76.31%
Misc Expense	17.49			
Office Supplies	251.13	850.00	598.87	29.54%
Office Telephone		564.00	564.00	0.00%
Postage and Delivery		80.00	80.00	0.00%
Professional Development		2,000.00	2,000.00	0.00%
Professional Fees				
Audit	6,300.00	6,100.00	-200.00	103.28%
Legal	576.00	7,000.00	6,424.00	8.23%
Misc.		250.00	250.00	0.00%
Total Professional Fees	\$ 6,876.00	\$ 13,350.00	\$ 6,474.00	51.51%
Rent	7,700.00	8,400.00	700.00	91.67%
Travel	1,177.92	12,500.00	11,322.08	9.42%
Total Operating Expenses	\$ 26,420.61	\$ 57,186.00	\$ 30,765.39	46.20%
Personnel Expense				
Insurance Expense				
General Liability	1,863.67	1,873.67	10.00	99.47%
Health	13,879.14	15,141.00	1,261.86	91.67%
Worker's Compensation	1,345.00	1,355.00	10.00	99.26%
Total Insurance Expense	\$ 17,087.81	\$ 18,369.67	\$ 1,281.86	93.02%
Salary and Wages	108,479.84	135,262.40	26,782.56	80.20%
457 Retirement	4,335.43	5,077.70	742.27	85.38%
Car Allowance	3,000.00	3,600.00	600.00	83.33%
Payroll Processing Fee	1,472.46	1,850.00	377.54	79.59%
Payroll Tax	7,233.94	11,564.94	4,331.00	62.55%
Total Salary and Wages	\$ 124,521.67	\$ 157,355.04	\$ 32,833.37	79.13%
Total Personnel Expense	\$ 141,609.48	\$ 175,724.71	\$ 34,115.23	80.59%
Total Administrative Costs	\$ 168,030.09	\$ 232,910.71	\$ 64,880.62	72.14%
Project Costs				
All Hazards Projects	50,243.39	156,000.00	105,756.61	32.21%
Census Project	62,806.29	66,915.00	4,108.71	93.86%
Grant Funded Consulting	82,715.71	187,878.00	105,162.29	44.03%
Local Foods	45,509.46	80,602.00	35,092.54	56.46%

Budget to Actuals

	Actual	Budget	Remaining	% Spent
Shared Services Expenses				
Fast Track	6,050.00	3,900.00	-2,150.00	155.13%
Forethought.	11,385.00	12,300.00	915.00	92.56%
SCAN Dark Fiber Lease	990.00	8,456.00	7,466.00	11.71%
Software Maintenance	51,539.73	8,550.00	-42,989.73	602.80%
Total Shared Services Expenses	\$ 69,964.73	\$ 33,206.00	-\$ 36,758.73	210.70%
SWIMT	12,867.54	9,000.00	-3,867.54	142.97%
SWTPR Travel		22,500.00	22,500.00	0.00%
Total Project Costs	\$ 324,107.12	\$ 556,101.00	\$ 231,993.88	58.28%
Total Expenses	\$ 492,137.21	\$ 789,011.71	\$ 296,874.50	62.37%
Net Income	-\$ 78,614.35	-\$ 89,409.71		

Budget to Actuals

December 2020 Financials

To: SWCCOG Board of Directors
From: Jessica Laitsch
Date: 5 February, 2021

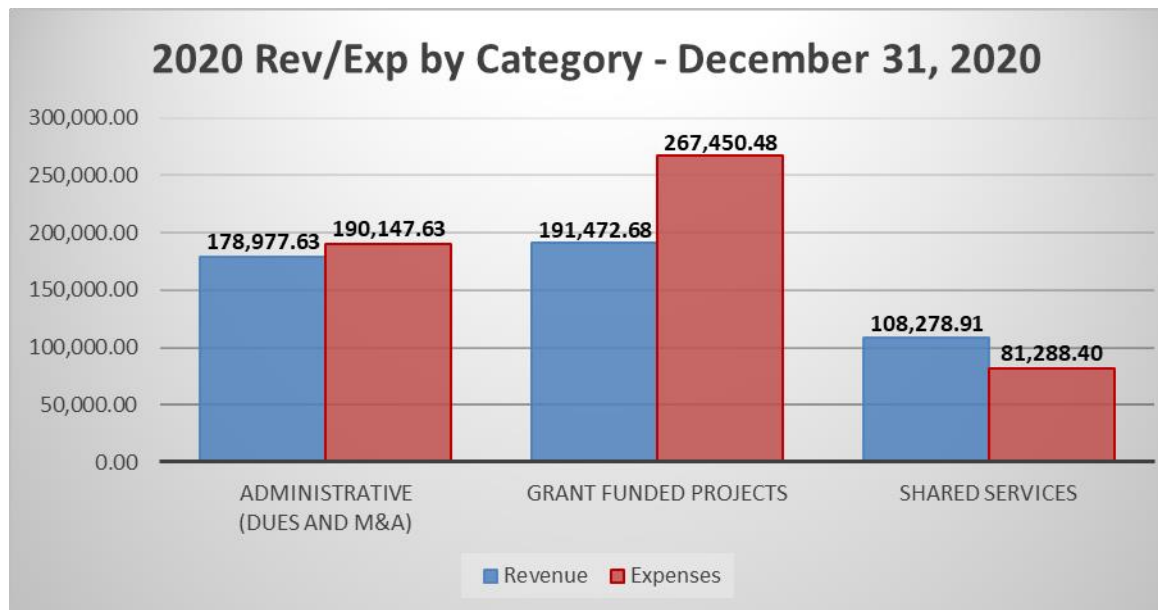
Comments: The following reports are attached:

- Balance Sheet as of 31 December, 2020
- Budget vs. Actuals as of 31 December, 2020

Items to note:

The net income in December 2020 is negative, this is due to pending reimbursements for expenditures through a number of grant programs.

The Balance Sheet shows a negative bank balance as of the end of the month. This is due to the timing for paying contractors and software versus the timing of receiving reimbursements and the situation has been resolved. While we are still awaiting a number of reimbursements, we remain able to cover our expenses.



Fiscal Impact: High, overall financial status of the organization

Legal Review: Not applicable

Staff Recommendation: Approve the December 2020 Financials

Southwest Colorado Council of Governments

BALANCE SHEET

As of December 31, 2020

	TOTAL
ASSETS	
Current Assets	
Bank Accounts	
Alpine Bank	0.00
Alpine Bank Account (UR)	-312.65
Fiber Equip Fund - Restricted	0.00
Total Alpine Bank	-312.65
Petty Cash	22.97
AmeriCorps VISTA	110.54
Jessica Laitsch	0.00
Total Petty Cash	133.51
Total Bank Accounts	\$ -179.14
Accounts Receivable	
Accounts Receivable	51,185.62
Total Accounts Receivable	\$51,185.62
Other Current Assets	
Prepaid Expense	0.00
Undeposited Funds	23,915.22
Total Other Current Assets	\$23,915.22
Total Current Assets	\$74,921.70
TOTAL ASSETS	\$74,921.70

Southwest Colorado Council of Governments

BALANCE SHEET

As of December 31, 2020

	TOTAL
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	19,872.06
Total Accounts Payable	\$19,872.06
Credit Cards	
Credit Cards	0.00
Jessica	4,844.28
Miriam	297.79
Sara	0.00
Total Credit Cards	5,142.07
Total Credit Cards	\$5,142.07
Other Current Liabilities	
Accrued Wages	2,010.56
Deferred Revenue	0.00
Payroll Liabilities	1,347.21
457 Retirement Due	3,509.65
CEBT Health Insurance Due	-248.38
Total Payroll Liabilities	4,608.48
Total Other Current Liabilities	\$6,619.04
Total Current Liabilities	\$31,633.17
Total Liabilities	\$31,633.17
Equity	
Opening Balance Equity	0.00
Retained Earnings	57,948.65
Net Income	-14,660.12
Total Equity	\$43,288.53
TOTAL LIABILITIES AND EQUITY	\$74,921.70

Southwest Colorado Council of Governments
Budget vs. Actuals: 2020 Budget - FY20 P&L
December 2020

	Total			
	Actual	Budget	Remaining	% Received
Income				
Dues Revenue				
COG Dues	112,045.00	121,547.00	9,502.00	92.18%
SWTPR Contributions	5,647.00	6,842.00	1,195.00	82.53%
Total Dues Revenue	\$ 117,692.00	\$ 128,389.00	\$ 10,697.00	91.67%
Grant Match				
COG Member Match		0.00	0.00	
Non-COG Member Match	0.00	0.00	0.00	
Total Grant Match	\$ 0.00	\$ 0.00	\$ 0.00	
Grant Project Income				
All Hazards	25,007.49	157,500.00	132,492.51	15.88%
CDOT Grants				
SWTPR Grant	0.00	21,050.00	21,050.00	0.00%
Total CDOT Grants	\$ 0.00	\$ 21,050.00	\$ 21,050.00	0.00%
Colorado Health Foundation	76,777.00	76,777.00	0.00	100.00%
DoLA Grants				
Census 19-079	56,089.00	56,089.00	0.00	100.00%
DOLA 19-189	29,111.42	48,000.00	18,888.58	60.65%
DOLA 8573	5.85	0.00	-5.85	
DOLA 9149 - 2020 TA		125,000.00	125,000.00	0.00%
Total DoLA Grants	\$ 85,206.27	\$ 229,089.00	\$ 143,882.73	37.19%
RREO Grant		0.00	0.00	
SWIMT	4,481.92	25,311.66	20,829.74	17.71%
Total Grant Project Income	\$ 191,472.68	\$ 509,727.66	\$ 318,254.98	37.56%
Misc Income	7,528.12		-7,528.12	
Project Administration				
All Hazards M&A	1,877.54	2,500.00	622.46	75.10%
DOLA Other	6,692.00	6,692.00	-6,692.00	100.00%
Local Foods	3,825.00	3,825.00	-3,825.00	100.00%
Recycling		0.00	0.00	
RHA	10,000.00	10,000.00	0.00	100.00%
SJRC&D	10,000.00	10,000.00	0.00	100.00%
SWIMT	560.05	2,730.00	2,169.95	20.51%
SWTPR	10,132.75	11,050.00	917.25	91.70%
Transit Coordination Grant	6,095.00	28,832.00	22,737.00	21.14%
Transit Coordination Other	4,000.00		-4,000.00	
USDA REDI	575.17		-575.17	
Total Project Administration	\$ 53,757.51	\$ 75,629.00	\$ 21,871.49	71.08%
SCAN Services				
Aggregation of Connectivity	16,194.00	15,084.00	-1,110.00	107.36%
Contract Sharing	43,599.24	40,626.68	-2,972.56	107.32%
Dark Fiber Leasing	48,305.67	46,902.00	-1,403.67	102.99%
Telecom Services	180.00	1,200.00	1,020.00	15.00%
Total SCAN Services	\$ 108,278.91	\$ 103,812.68	-\$ 4,466.23	104.30%
Total Income	\$ 478,729.22	\$ 817,558.34	\$ 338,829.12	58.56%

Budget to Actuals

	Actual	Budget	Remaining	% Spent
Expenses				
Administrative Costs				
Operating Expenses				
Advertising and Promotion	31.20	240.00	208.80	13.00%
Bank Service Charge	94.67	200.00	105.33	47.34%
Conference Fee	250.00	1,500.00	1,250.00	16.67%
Consulting	2,478.75	7,500.00	5,021.25	33.05%
Employee/Board Appreciation		100.00	100.00	0.00%
Information Technology (IT)				
Hardware	1,200.90	1,400.00	199.10	85.78%
Software	2,290.93	1,804.00	-486.93	126.99%
Total Information Technology (IT)	\$ 3,491.83	\$ 3,204.00	-\$ 287.83	108.98%
Internet Connectivity	68.74			
Meetings	731.32	1,000.00	268.68	73.13%
Memberships	4,348.00	5,698.00	1,350.00	76.31%
Misc Expense	17.49			
Office Supplies	251.13	850.00	598.87	29.54%
Office Telephone		564.00	564.00	0.00%
Postage and Delivery		80.00	80.00	0.00%
Professional Development	189.00	2,000.00	1,811.00	9.45%
Professional Fees				
Audit	6,300.00	6,100.00	-200.00	103.28%
Legal	594.00	7,000.00	6,406.00	8.49%
Misc.		250.00	250.00	0.00%
Total Professional Fees	\$ 6,894.00	\$ 13,350.00	\$ 6,456.00	51.64%
Rent	8,400.00	8,400.00	0.00	100.00%
Travel	1,177.92	12,500.00	11,322.08	9.42%
Total Operating Expenses	\$ 28,424.05	\$ 57,186.00	\$ 28,761.95	49.70%
Personnel Expense				
Insurance Expense				
General Liability	1,863.67	1,873.67	10.00	99.47%
Health	15,140.88	15,141.00	0.12	100.00%
Worker's Compensation	1,345.00	1,355.00	10.00	99.26%
Total Insurance Expense	\$ 18,349.55	\$ 18,369.67	\$ 20.12	99.89%
Salary and Wages				
457 Retirement	4,905.30	5,077.70	172.40	96.60%
Car Allowance	3,300.00	3,600.00	300.00	91.67%
Payroll Processing Fee	1,685.76	1,850.00	164.24	91.12%
Payroll Tax	8,345.58	11,564.94	3,219.36	72.16%
Total Salary and Wages	\$ 143,374.03	\$ 157,355.04	\$ 13,981.01	91.11%
Total Personnel Expense	\$ 161,723.58	\$ 175,724.71	\$ 14,001.13	92.03%
Total Administrative Costs	\$ 190,147.63	\$ 232,910.71	\$ 42,763.08	81.64%
Project Costs				
All Hazards Projects	57,398.39	156,000.00	98,601.61	36.79%
Census Project	62,806.29	66,915.00	4,108.71	93.86%
Grant Funded Consulting	86,315.71	168,000.00	81,684.29	51.38%
Local Foods	48,062.55	80,602.00	32,539.45	59.63%

Budget to Actuals

	Actual	Budget	Remaining	% Spent
Shared Services Expenses				
Fast Track	6,600.00	3,900.00	-2,700.00	169.23%
Forethought.	12,420.00	12,300.00	-120.00	100.98%
SCAN Dark Fiber Lease	10,728.67	8,456.00	-2,272.67	126.88%
Software Maintenance	51,539.73	47,676.68	-3,863.05	108.10%
Total Shared Services Expenses	\$ 81,288.40	\$ 72,332.68	-\$ 8,955.72	112.38%
SWIMT	12,867.54	25,311.66	12,444.12	50.84%
SWTPR Travel		22,500.00	22,500.00	0.00%
Total Project Costs	\$ 348,738.88	\$ 591,661.34	\$ 242,922.46	58.94%
Total Expenses	\$ 538,886.51	\$ 824,572.05	\$ 285,685.54	65.35%
Net Income	-\$ 60,157.29	-\$ 7,013.71		

Discussion Items

Decision Items

Grant Applications Approval

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 11 February 2021

Comments: There are always several grants to support ongoing projects and programs, only one of these is related to broadband (amazing!) but for projects stemming from the USDA TA Grant and our recycling initiative.

We are looking at a DOLA REDI request for a shared services and facility for ISPs to co-locate equipment, but the application opens in March and we are still working on specifics and costs. SWCCOG is working with Region 9 and SCAPE on USDA RBDG that was approved at the December Meeting.

CDPHE RREO

The SWCCOG has been trying to increase waste diversion for many years, starting with the 2014 Regional Waste Audit. Since then, we have supported various education initiatives on recycling and have an open grant with DOLA to look at solutions for hard to recycle items. Recently we requested funding shift from hard to recycle items, to creating a revolving loan fund in partnership with Region 9 as this will help entrepreneurs and support job creation while increasing waste diversion. Region 9 is very excited about this possibility. As an FYI, moving the DOLA funds into a revolving loan fund is still pending.

SWCCOG is requesting funding from RREO to increase the amount of money in the revolving loan fund to create a larger impact, especially in the smaller communities. Below is a very preliminary budget, with an expected grant request of about \$59,000.

Grant Applications Approval

RREO Revolving Loan Funds					
Budget Line Item(s)	Grant Funds	Grantee Cash	Grantee In-Kind	Total Cost	Matching/In-Kind Funds Source
Consultant Line Items					
Revolving Loan Funds	\$ 25,000	\$ 75,000		\$ 100,000	25,000 COG, 75,000 Region 9
Legal Costs	\$ 1,500			\$ 1,500	
Consultant Totals	\$ 26,500	\$ 75,000	\$ -	\$ 101,500	
Equipment Costs					
Marketing and Outreach	\$ 2,500			\$ 2,500	
				\$ -	
Equipment Totals	\$ 2,500	\$ -	\$ -	\$ 2,500	
Construction Costs					
				\$ -	
				\$ -	
Construction Totals	\$ -	\$ -	\$ -	\$ -	
Personnel Costs					
SWCCOG Personnel Costs	\$ 14,515	\$ -		\$ 14,515	Cost of Staff for management and
Region 9 Personnel Costs	\$ 15,410	\$ -		\$ 15,410	Staff management and loan tracking
Personnel Totals	\$ 29,925	\$ -	\$ -	\$ 29,925	
Total	\$ 58,925	\$ 75,000	\$ -	\$ 133,925	
Grant Request	\$ 58,925				
SWCCOG Funds (In-Kind/Cash)	\$ 75,000				

DOLA Wolf Creek Pass Fiber

In August the Board authorized the COG to apply for up to \$800,000 to support the CDOT and Arcadian build across Wolf Creek Pass. After developing the grant application with Arcadian's budget as match for the grant, the total cost of the ROW, engineering, and materials is \$3,854,242, 25% (limit per DOLA) is \$963,560. This is obviously more than the original approved amount. Staff is asking the Board to approve the application for up to \$963,560.

Legal Review: Not applicable at this time, if/when grants are awarded contracts between consultants and partners will be created and reviewed.

Fiscal Impact: High, major impact on SWCCOG projects

Staff Recommendation:

- Approve Application to RREO for up to \$60,000
- Approve increase for DOLA Grant for Wolf Creek Pass Fiber Project to \$963,560

Ratify Letters of Support

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 5 February, 2021

Comments: The SWCCOG was asked to provide two letters of support for local projects to the State Broadband Fund. The first request was from the Town of Ignacio for a request with FastTrack for a fiber to the premise project in the Town. Staff fulfilled this request, made the Executive Committee aware per the letters of support policy.

The second request was from Forethought/Brainstorm Internet for funding to help offset the cost to connect Rockwood Estates and the Village at Rockwood to existing fiber infrastructure. This project would connect high-speed internet to nearly 80 homes. The SWCCOG has provided similar letters of support to Forethought/Brainstorm Internet and, due to the timing of the request, the Executive Committee authorized that a letter of support to send with ratification at the next meeting.

Legal Review: N/A

Fiscal Impact: None to SWCCOG

Staff Recommendation: Ratify the Letters of Support for the Town of Ignacio and Forethought/Brainstorm Broadband Fund Grant Applications.



SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS

January 11, 2021

The Broadband Fund
Colorado Department of Regulatory Agencies
1560 Broadway, Suite 1550
Denver, CO 80202

Dear Colorado High-Cost Fund Grant Committee,

This letter is being provided in support of the Fiber to the Premise project for the Town of Ignacio and in support of the grant application for funding from the Department of Regulatory Affairs through the State of Colorado's High-Cost Support Mechanism Fund.

The Southwest Colorado Council of Governments (SWCCOG) was created to provide regional leadership on behalf of governments throughout Southwest Colorado by defining regional issues, advocating for mutual goals, and administering regional programs. The SWCCOG works to develop successful partnerships between area organizations through communication, collaboration, cooperation, shared services, and reduction of redundancies throughout the region. The SWCCOG region includes the counties of Archuleta, Dolores La Plata, Montezuma, and San Juan, the municipalities of the Cities of Cortez and Durango, and the Towns of Bayfield, Dolores, Dove Creek, Ignacio, Mancos, Pagosa Springs, Rico, and Silverton, as well as the two Native American Tribes of the Southern Ute and the Ute Mountain Ute.

Many of the homes and businesses only have access to low-quality, line-of-sight wireless or high-cost satellite services. To support people working from home, telehealth, and remote education, the region needs sufficient broadband infrastructure. Local students do not currently have the ability to connect online to participate in schooling and most citizens currently lack access to healthcare and government services because current broadband infrastructure is substandard. Without advanced broadband services, local and regional economic initiatives can never be realized it is impacted by the Internet and its associated benefits.

The ongoing pandemic has shown this gap in broadband services even more so. COVID-19 has highlighted the requirement for improved broadband infrastructure within our community is needed to meet the needs of businesses, entrepreneurs, education, and citizens as a whole. The considerable distances between communities and low populations in the southwest part of the State of Colorado, make broadband development challenging and unappealing to the local service providers.

Access to reliable, robust broadband services is the biggest obstacle to implementing strategies to improve economic prosperity for the Town of Ignacio and much of La Plata County. The COVID-19

pandemic has made it all much more apparent. This application will provide affordable, Gigabit broadband services to the homes and businesses for the tribe. Many homes and businesses in this area are considered underserved, with less than the FCC minimum speeds of 25/3 Mbps. Providing Gigabit broadband with speeds of 1,000/1,000 Mbps will make a meaningful difference to our communities for economic development, better education and healthcare, improving government services and in keeping our communities vital.

The SWCCOG has worked closely with the Town of Ignacio on numerous projects and believe investment in broadband infrastructure will dramatically impact the economic vitality of the community and larger region. Therefore, the SWCCOG fully supports this application for grant funding and urge the Grant Committee to fund this important funding request.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Miriam Gillow-Wiles', written in a cursive style.

Miriam Gillow-Wiles
Executive Director
Southwest Colorado Council of Governments
295 Girard Street, Ste B
Durango, CO 81303
970-779-4592
director@swccog.org



SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS

19 January 2021

Broadband Fund
Department of Regulatory Agencies
1560 Broadway, Suite 1550
Denver, CO 80202

RE: Rockwood Broadband Project

The Southwest Colorado Council of Governments (SWCCOG) supports the Forethought/Brainstorm Internet and Rockwood Fiber Project request for funding through the Broadband Fund program.

The SWCCOG is located in the southwest corner of the state of Colorado. The region spans an area of roughly 6550 square miles with an average population density of 15 people per square mile. The considerable distances between communities and relatively low population requires robust technology infrastructure to meet the needs of our citizens. One of the SWCCOG's specific goals is to expand high-speed internet throughout the southwest Colorado region by building broadband in this underserved area.

Located between Purgatory Resort and the City of Durango, the Rockwood Estates and the Village at Rockwood HOAs lack affordable high-speed internet for work, education, and conducting day to day business. This project would construct fiber from a nearby connection to a number of homes, the overall impact would include new connections for nearly 80 homes.

This project supports SWCCOG's goal to expand high-speed internet throughout Southwest Colorado by building broadband in this underserved area. We strongly encourage this project be established as open access fiber to allow integration with future fiber network expansions in the region.

The SWCCOG supports the Rockwood Broadband Project and encourages the Broadband Fund program to fund the request.

Sincerely,

Miriam Gillow-Wiles
Executive Director
Southwest Colorado Council of Governments