



SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS

Regular Meeting Agenda

Thursday, 8 February, 1:30pm-4:00pm

1188 E 2nd Ave., Durango CO

- I. Introductions
- II. Consent Agenda
 - a. 4 January 2018 SWCCOG Meeting Minutes
 - b. December 2017 Financials
- III. Reports (Staff will be available for questions on the written reports)
 - a. Director's Report
 - b. Broadband Report
 - c. Legislation Report
 - d. Transportation Report
 - e. VISTA Report
- IV. Discussion Items
 - a. Legislative Priorities
- V. Decision Items
 - a. Executive Committee Meeting Minutes from December 21, 2017
 - b. 2017 Budget Amendment
 - c. DoLA 8330 Extension Request
 - d. Contractor Selection for DoLA 2018 TA Grant
- VI. Other Items
- VII. Community Updates

Consent Agenda

**Southwest Colorado Council of Governments
January Board Meeting
Thursday, 04 January 2018, 1:30pm
1188 E. 2nd Ave., Carnegie Bldg., Durango, CO 81301**

In Attendance:

John Egan – Town of Pagosa Springs
Michael Whiting – Archuleta County
Ron LeBlanc – City of Durango
Chris La May – Town of Bayfield
Fred Brooks – Town of Mancos
William Tookey – San Juan County
Chris Tookey – Town of Silverton
Karen Sheek – City of Cortez
Kari Distefano – Town of Rico
Mark Garcia – Town of Ignacio (via phone)
Heather Alvarez – Town of Mancos (via phone)

Staff in Attendance:

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

Guests in Attendance:

Ann McCoy-Herald – Senator Gardner’s Office
John Whitney – Senator Bennet’s Office
Jonathan Ramos – The Foresite Group (via phone)
Lauren Bender – The Foresite Group (via phone)
Steve Garcher – Dolores County Commissioner (via phone)
Nate Walowitz – NWCCOG (via video)
Jose Alanis - Congressman Tipton’s Office (via phone)
Laura Lewis – Region 9 (via phone)

I. Introductions

The meeting was called to order at 1:34 pm, everyone introduced themselves.

II. Consent Agenda

- a. 7 December 2017 SWCCOG Meeting Minutes
- b. November 2017 Financials

Michael Whiting motioned to approve the consent agenda, Ron LeBlanc seconded, unanimously approved.

John thanked the board and staff for their support during his time as Chair and turned the meeting over to the new Chair, Chris La May. Chris said 2018 will be a make or break year. With telecommunications and shared services, it should be exciting.

III. Reports

Director’s Report

Miriam reported that the RFP for the FCC Funding will go out soon and staff will know about funds awarded mid-year.

The Board had previously discussed hiring a part-time Broadband Coordinator. Miriam said Nate Walowitz, Regional Broadband Program Director at Northwest Colorado Council of Governments, is the person proposed to fill this Broadband Coordinator position.

Miriam will be in Denver later in January for CCUA Legislative Day.

Contractor selections for the DoLA Technical Assistance Grant will be in the February board packet.

Broadband Report

Nate Walowitz introduced himself and gave his background in broadband that included working with The Foresite Group and being employed with the NWCCOG for the last 4 years. Currently, Nate just finished a strategic plan and is working with existing ISPs that have fiber as well as CDOT and DoLA to develop new fiber. In the past, Nate has been able to bring fiber to areas with no broadband or cell service through wireless and microwave delivery. Nate said he is hoping to bring lessons learned to the SWCCOG. John asked what kind of experience Nate has working with CenturyLink. Nate said he communicates with CenturyLink often with mixed success; although over the past couple of months CenturyLink has become more cooperative. Karen asked if there is talk about an equal partnership where CenturyLink uses their fiber and they use CenturyLink's fiber. Nate said yes, and CenturyLink has talked of coming down on price to be more competitive with other ISPs. John Whitney said Senator Bennet has sent letters to the FCC regarding the CAFII Funding and more transparency with CenturyLink's involvement with no response. Senator Bennet plans to send another letter soon. Mark asked what the next steps are for moving forward with broadband in 2018. Miriam said work is currently underway to secure broadband funding from the FCC for up to \$17 million. Staff will apply for a DoLA grant up to \$2 million for the Broadband Coordinator position and admin funding. The rest will need to come from private equity that the board will need to discuss. The COG is currently in the planning and application phase. Further conversations will take place later in the year when staff knows whether funding will be awarded. Nate said letters of support from DoLA will be most helpful with the application. Miriam said the NWCCOG will need a letter of support to support Nate's position as well and will send this letter to members.

Transportation Report

No questions.

VISTA Report

Miriam said Dylan is heading to Orlando to run a Disney World marathon on Saturday. He is currently taking a data analysis class through Fort Lewis and will cycle out in August 2018.

IV. Discussion Items

None

V. Decision Items

a. Executive Committee Meeting Minutes from December 21, 2017

With Gwen Lachelt absent, there were not enough Executive Committee voting members, so this item was tabled until the next meeting.

b. DoLA Technical Assistance Contract

Miriam reported that the amount awarded was less than applied for, DoLA reduced the personnel funding. The total amount awarded was \$110,831. Miriam is working with Patrick at DoLA to resolve this issue as DoLA guidelines state that they will pay for existing staff to work

on projects. Miriam is requesting approval for the COG Chair to sign the contract when the final budget is in place. Miriam said the awarded amount will not change, but there may be adjustments to the line items within the budget. Karen asked if COG staff could be considered consultant services. Miriam said no, DoLA wants a third party, which has been an ongoing challenge because COG staff cannot do work on grants without funding and third party contractors are more expensive than COG staff. Miriam summarized that the grant was awarded for the project between Region 9 and the COG, the shared services project for local storage solutions, and capital funding for Bayfield and Ignacio to finish up their downtown planning projects.

William Tookey motioned to approve the COG Chair to sign the contract when a final budget is in place, Michael Whiting seconded, unanimously approved.

c. DoLA Broadband Grant Application

Miriam requested approval to apply to DoLA from the broadband funds for up to \$2 million. Karen asked how much money was in this fund. Miriam said approximately \$2 million, but since the COG has never requested these funds, Miriam feels confident DoLA would award a good portion of these funds to the COG. Chris La May asked about matching funds. Miriam said the FCC grant would be matching funds for this grant along with CDOT funds.

William Tookey motioned to submit the DoLA grant application for up to \$2 million, John Egan seconded, unanimously approved.

VI. Other Items

Miriam said she will be sending forms to designate 2018 voting members, primary and secondary, and is working on an annual report for 2017 to be sent by month's end. All ROIs were positive. Members should have received their COG 2018 dues invoices.

Miriam presented John Egan with a thank you gift for serving as 2017 Board Chair. John thanked the board. He will not be running for office again in Pagosa Springs and David Schanzenbaker has been appointed COG rep.

VII. Community Updates

Ron LeBlanc, City of Durango:

- Work continues on the sewer plant.
- A new hotel is under construction on Camino.
- The lack of snow is negatively impacting sales tax.
- The CDOT project to finish the US 550/160 bridge to connect the interchange has been approved; the city hopes to see some regional retail activity as a result.

Fred Brooks, Town of Mancos:

- The 2018 budget has been adopted.
- Work is being done on the bridge project.
- The 2017 budget turned out better than expected.

Chris Tookey, Town of Silverton:

- The new Town Administrator started in November.

William Tookey, San Juan County:

- There is a contract to build affordable apartments that will be funded by DoLA and Division of Housing grants. This will be a \$1.3 million project.

Michael Whiting, Archuleta County:

- The county is reformulating the court house project to fit voter expectations.
- Feedback from local businesses and restaurants is positive even with the lack of snow; Wolf Creek is open.

Kari Distefano, Town of Rico:

- Locals are getting creative with no snow and going up to Trout Lake to skate or ski on the lake.
- The elementary school may close with a final decision coming in February.
- The winter carnival is still planned; however, if the no-snow trend continues, this may be cancelled.

John Egan, Town of Pagosa Springs:

- Andrea Phillips was appointed the new Town Manager and is doing a great job.
- The town and county dedicated \$200,000 each to affordable housing, broadband, and early childhood education.

Karen Sheek, City of Cortez:

- The 2018 budget has been approved.
- Sales tax revenues have been positive.

Steve Garcher, Dolores County:

- Two new buildings are nearly completed, a senior service center and a public service center.

Mark Garcia, Town of Ignacio:

- There is a capital improvement sales tax slated for the April election along with three trustee seats.
- Many grants are in the works that will make 2018 busy.

Chris La May, Town of Bayfield:

- The town is updating the comprehensive plan.
- A reconsideration of retail marijuana is being discussed.

Miriam stated that the Justice Department has rescinded the policy for legalized marijuana. Miriam will send out the article. Ann McCoy-Herald said there is concern about the ability of those in the marijuana retail business to have secured banking as running a cash business is dangerous. John Egan said Pagosa has had the same retail store robbed twice at gun point.

The next meeting is February 8, 2018.

End 2:43 pm

December 2017 Financials

To: SWCCOG Board of Directors
From: Sara Trujillo
Date: 8 February 2018

Comments: The following attachments include:

- Balance Sheet as of December 31, 2017
- January – December 2017 Profit & Loss

Items to Note:

Balance Sheet: The bank account balance is low, which was expected at year's end with the 2017 budget deficit. However, a check in the amount of \$15,000 for an All Hazards Grant purchase was held until the cash advance from the state received, and there is approximately \$62,000 in receivables.

P&L: I typically provide a P&L versus Budget but with the approved 2017 budget having changed significantly, I am providing a P&L without a budget comparison. A final 2017 budget amendment is presented later in the packet that will give a budget vs. actual comparison.

The P&L shows a -\$9,075 net income at year's end, which is significantly better than the -\$28,000 predicted. The 2017 budget amendment will touch on this in detail.

Fiscal Impact: High, Budget changes throughout the year

Staff Recommendation: Approve the December 2017 Financials allowing staff to move forward with the 2017 budget.

Legal Review: Not Applicable

Southwest Colorado Council of Governments

Balance Sheet

02/02/18

As of December 31, 2017

Accrual Basis

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
Alpine Bank	
Alpine Bank Account (UR)	8,460.16
Total Alpine Bank	8,460.16
Petty Cash	
AmeriCorps VISTA	125.96
Jessica Laitsch	25.32
Petty Cash - Other	28.07
Total Petty Cash	179.35
Total Checking/Savings	8,639.51
Accounts Receivable	
Accounts Receivable	61,989.05
Total Accounts Receivable	61,989.05
Other Current Assets	
Prepaid Expense	11,994.00
Total Other Current Assets	11,994.00
Total Current Assets	82,622.56
TOTAL ASSETS	82,622.56
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	5,962.84
Total Accounts Payable	5,962.84
Total Current Liabilities	5,962.84
Total Liabilities	5,962.84
Equity	
Retained Earnings	85,735.42
Net Income	-9,075.70
Total Equity	76,659.72
TOTAL LIABILITIES & EQUITY	82,622.56

Southwest Colorado Council of Governments

Profit & Loss

02/02/18

January through December 2017

Accrual Basis

	Jan - Dec 17
Ordinary Income/Expense	
Income	
All Hazards	
2015 SHSP	97,382.91
2016 SHSP	126,368.89
Total All Hazards	223,751.80
CDOT Grants	
SWTPR Grant	21,681.23
Total CDOT Grants	21,681.23
DoLA Grants	
DoLA 8010	0.00
DoLA 8011	41,320.97
DoLA 8330	30,577.51
DoLA 9038	44,954.54
Total DoLA Grants	116,853.02
Dues Revenue	
Admin Position	12,200.00
COG Dues	114,000.00
SWTPR Contributions	7,607.00
Total Dues Revenue	133,807.00
Grant Match	
COG Member Match	15,000.00
Total Grant Match	15,000.00
Misc. Income	11,906.55
RREO Grant	
RREO 2016-2017	28,161.60
Total RREO Grant	28,161.60
SCAN Services	
Dark Fiber Leasing	21,286.50
Fiber Equipment Repair Fund	0.00
Internet & Transport	8,280.00
Total SCAN Services	29,566.50
Total Income	580,727.70
Gross Profit	580,727.70
Expense	
Advertising and Promotion	109.53
All Hazards Projects	
All Hazards 2015 SHSP	
Grant 2015 Project 1	3,342.95
Grant 2015 Project 2	24,042.97
Grant 2015 Project 3	66,959.88
Grant 2015 Project 4	8,692.28
Grant 2015 Project 5	7,840.83
Total All Hazards 2015 SHSP	110,878.91
All Hazards 2016 SHSP	
Grant 2016 Project 1	13,317.08
Grant 2016 Project 2	19,942.50
Grant 2016 Project 3	8,994.34
Grant 2016 Project 4	23,661.83
Grant 2016 Project 5	6,079.08
Grant 2016 Project 6	27,744.11
Grant 2016 Project 7	46,440.30
All Hazards 2016 SHSP - Other	-36,535.11
Total All Hazards 2016 SHSP	109,644.13

Southwest Colorado Council of Governments

Profit & Loss

02/02/18

January through December 2017

Accrual Basis

	Jan - Dec 17
Total All Hazards Projects	220,523.04
AmeriCorp VISTA	8,000.00
Broadband Expenses	
SCAN Dark Fiber Lease	5,321.63
Total Broadband Expenses	5,321.63
Conference Fee	199.00
Consulting	92,017.85
Employee/Board Appreciation	78.88
Information Technology (IT)	
Internal IT Consulting	50.00
Software	1,033.99
Total Information Technology (IT)	1,083.99
Insurance Expense	
General Liability	2,234.75
Health	26,214.00
Worker's Compensation	1,668.00
Total Insurance Expense	30,116.75
Internet Connectivity	
Fast Track	10,800.00
Internet Connection (AT&T)	388.01
Total Internet Connectivity	11,188.01
Meetings	1,315.72
Memberships	5,673.00
Misc. Expense	3,502.60
Office Equipment	493.46
Office Supplies	481.26
Postage and Delivery	67.15
Professional Development	2,569.31
Professional Fees	
Accounting Software	219.95
Audit	6,750.00
Legal	3,929.13
Misc.	331.41
Total Professional Fees	11,230.49
Rent	91.00
Salary and Wages	
457 Retirement	6,536.44
Car Allowance	3,600.00
Cell Phone Allowance	2,795.00
Payroll Processing Fee	1,590.56
Payroll Tax	11,170.96
Salary and Wages - Other	136,098.59
Total Salary and Wages	161,791.55
Software Maintenance e-TICS	15,162.00
Travel	18,787.18
Total Expense	589,803.40
Net Ordinary Income	-9,075.70
Other Income/Expense	
Other Income	
Interest Earned	0.00
Total Other Income	0.00
Net Other Income	0.00
Net Income	-9,075.70

Reports

Director Report

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 8 February 2018

Comments: I was hoping that January would be ease 2018 in, but that has proven to be wrong. January was filled with broadband broadband broadband in some way shape or form. Additionally legislative session is in full swing, with a number of pieces of broadband and transportation legislation already introduced and some moving quickly (and already signed by the Governor – which is practically unheard of). We are trying to stay up on all the movement at the Capitols this year.

Broadband Educational Forum in Cortez

Mayor Karen Sheek wanted to provide an educational forum for people running for office, at local, state, and federal levels. Ideally we would be able to impress upon them the importance of broadband access prior to taking office. The Cortez meeting forum will be held Tuesday February 20th 6-8pm. If the forum is well attended, it may be a good idea to attempt to replicate across the region.

Rocky Mountain Land Use Institute

I have been asked to moderate a session on “Broadband Access and Equity” at the Rocky Mountain Land Use Institute. The RMLUI is a well known planning conference through University of Denver, Sturm College of Law. The conference will be held March 8-9th, with the session I am facilitating at 10:15am Friday, March 9th.

<http://www.law.du.edu/index.php/rmlui>

DOLA 2018 Technical Assistance Grant

The paperwork for this grant, DOLA EIAF # 8573, finally arrived. After reading over the grant, the end date stands out to have the grant completed by the end of 2018. However, we do not expect to have the final paperwork signed before the end of the month, as a result we are in communication with Patrick to lengthen the time frame to 12 months.

Board Retreat

Staff has tentatively scheduled the Board Retreat on Friday May 11th. We will be sending out more detail once confirmed.

Assessors Training

The SWCCOG has arranged for an Assessment Appeals Process course through the DOLA Division of Property Taxation to be held in southwest Colorado. The course

Director Report

will be held on Monday, April 30 from 8:30 a.m. – 4:30 p.m. at the La Plata County Fairgrounds, 2500 Main Ave, Durango. This course will cover topics such as:

- The appraisal process
- The appeals process
- Arbitration procedures
- Functions of the County Board of Equalization (CBOE),
- Supreme Court / Court of Appeals issues and case analysis

The course is geared toward attorneys and CBOE staff, including CBOE judges and County Commissioners. Approval for attorneys to receive credit hours for the workshop is in progress. In order to allow this course to be offered locally, travel costs for the instructors must be covered locally. The total cost for the two instructors is \$375 (including hotel and per diem)

We are asking that each county contribute \$75. This allows the course to be held in the region, rather than each county sending staff to travel for such training opportunities.

Additionally, DOLA registration costs for the class is \$10 per participant. Registration may be online, the course registration form is located at the bottom of link below. https://dola.colorado.gov/dpt_eddb/courseInformation.jsf?courseID=ADM920.

PLEASE LET SWCCOG STAFF KNOW WHO IS PLANNING ON ATTENDING THE TRAINING.

Broadband Report

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 8 February 2018

Comments As previously mentioned, the majority of my time has been taken up with Broadband throughout January. Broadband has become all encompassing so far this year. I am hopeful we'll get the ball rolling on regional funding, a regional coordinator position, and solidifying partnerships, so we can start to work on broadband solutions, but also other important projects and goals across Southwest Colorado.

FCC USAC Rural Healthcare

We are in a holding pattern with this, right now while waiting on final engineering, a few questions regarding logistics from Colorado Telehealth (CTN), and most importantly, the FCC to open up the funding source. I will notify the Board when this happens.

Aggregation of Services

In the meantime, we are working on an aggregation of services for the members and Community Anchor Institutions. We are working with a number of providers to find the best solution, as some providers can serve some areas of the region but not other areas. There should be a discussion and/or decision on the March Agenda for this. Additionally, we will have other services than just connectivity, such as VOIP as part of any aggregation of service package.

Colorado Communications Utility Alliance (CCUA)

The CCUA had the first day at the Capitol earlier in January. While it wasn't quite the turn out from the legislators that everyone had hoped for, we had a good time and were definitely noticed. The CCUA put together a video from across Colorado on the importance of Broadband to communities. We interviewed Mayor Karen Sheek and City Manager Shane Hale of City of Cortez and Former CEO Tom Barney and IS Director Jason Strickland of Osprey Packs for this video. While only Shane and Tom Barney were featured, the video turned out quite well. It can be viewed here:

<https://www.youtube.com/watch?v=LWCt4NAULcl&feature=youtu.be>

Broadband Legislation

The early part of this state Legislative session has been surprisingly heavy with broadband legislation with at least three bills introduced and/or sponsored by our state delegation (Sen. Coram, Rep. Catlin, and Rep McLaughlin). There is some good and some bad in these proposed pieces of legislation. See the Legislative Report for more.

Legislative Update

To: SWCCOG Board of Directors
From: Jessica Laitsch
Date: 29 January 2018

Comments: Attached is a summary of bills that have been introduced in the Colorado General Assembly.

SWCCOG 2018 Legislative Summary - State

Bill No	Short Title	Subject	Summary	Sponsors	Recent Action	Action Date	Position	Staff Comments
SB 18-001	Transportation Infrastructure Funding	Transportation	Require transportation commission to submit a ballot question at the November 2018 general election, which, if approved, would authorize the state, with no increase in any taxes, to issue additional transportation revenue anticipation notes for the purpose of addressing critical priority transportation needs; would exclude note proceeds and investment earnings on note proceeds from state fiscal year spending limits; would repeal an existing requirement that the state treasurer execute lease-purchase agreements for the purpose of funding transportation projects; and would require ten percent of state sales and use tax net revenue to be credited to the state highway fund for the purpose of repaying any notes issued and funding transportation projects	Cooke, Baumgardner, Carver, Buck, Coram, Crowder, Gardner, Grantham, Hill, Holbert, Lambert, Lundberg, Marble, Neville, Scott, Sonnenberg, Tate, Leonard	Senate Transportation refer amended to Finance	23-Jan-2018	Monitor	
SB 18-002	Financing Rural Broadband Deployment	Broadband	Amend definition of 'broadband network' to increase the speed of downstream broadband internet service from at least 4 Mbps to at least 10 Mbps and the definition of 'unserved area' to refer to areas that are unincorporated, or within a city with a population of fewer than 7,500 inhabitants, and not receiving federal broadband support.	Coram, Sonnenberg, Becker, Duran, Baumgardner, Cooke, Grantham, Holbert	Senate Floor Work	5-Feb-2018	Monitor	CCI oppose unless amended, Minimum Speeds are too low, Removes some of the public people on the BBHCM Board, Not enough funding fast enough, Inhibits funding if an area is already receiving federal funding (IE CAFII, ERate, RHC, FirstNet) or DOLA funding (discourages public private partnerships)

SWCCOG 2018 Legislative Summary - State

SB 18-005	Economic Assistance Rural Communities	Business & Economic Development, State Government	Concerning economic assistance for rural communities experiencing certain significant economic events that lead to substantial job loss in those communities, and authorizing DOLA to coordinate nonmonetary assistance and award grant money to assist rural communities with job creation or retention.	Donovan, Roberts, Aguilar, Court, Fenberg, Guzman, Kagan, Kefalas, Kerr, Merrifield, Moreno, Todd, Williams, Zenzinger	Senate State, Veterans, & Military Affairs	7-Feb-2018	Monitor	CML supports
SB 18-006	Recording Fee To Fund Attainable Housing	Housing	Concerning the ability of the counties to increase the fee they charge for the recording of real estate documents for the purpose of financing a statewide attainable housing investment fund.	Zenzinger, Winter, Aguilar, Court, Donovan, Fenberg, Guzman, Kagan, Kefalas, Kerr, Moreno, Todd, Williams	Senate State, Veterans, & Military Affairs	5-Feb-2018	Monitor	
SB 18-007	Affordable Housing Tax Credit	Housing	Renaming the low-income housing tax credit the Colorado affordable housing tax credit and extending the period during which the Colorado housing and finance authority may allocate affordable housing tax credits.	Guzman, Tate, Becker, Duran, Court, Fenberg, Fields, Jones, Merrifield, Todd, Zenzinger	Senate Finance refer unamended to Appropriations	23-Jan-2018	Monitor	CML supports

SWCCOG 2018 Legislative Summary - State

SB 18-104	Federal Funds For Rural Broadband Deployment	Broadband	Concerning a requirement that the broadband deployment board file a petition with the federal communications commission to seek a waiver from the commission's rules prohibiting a state entity from applying for certain federal money earmarked for financing broadband deployment in remote areas of the nation.	Donovan, Willett, Court, Fenberg, Jones, Kagan, Kerr, Merrifield, Todd, Zenzinger, Becker, Roberts	Senate Business, Labor and Technology	5-Feb-2018	Monitor	CCI supports
HB 18-1099	Broadband Deployment Level Playing Field	Broadband	Concerning criteria that the broadband deployment board is required to develop with regard to an incumbent telecommunications provider's exercise of a right to implement a broadband deployment project in an unserved area of the state upon a nonincumbent provider's application to the broadband deployment board to implement a proposed broadband deployment project in the unserved area.	Catlin, McLachlan, Coram	Assigned to House Transportation and Energy	14-Feb-2018	Monitor	CCI and CML support
HB 18-1116	Broadband Deployment Board Apply For Federal Funds	Broadband	Concerning measures authorizing the broadband deployment board to seek federal money earmarked for financing broadband deployment.	Rankin, Moreno	Signed by Governor	29-Jan-2018	Passed	CCI supports
SB 18-049	Use Of Mobile Electronic Devices While Driving	Transportation	Prohibition of the use of mobile electronic devices for drivers of all ages	Court, Melton	Senate State, Veterans, & Military Affairs	24-Jan-2018	Failed	
HB 18-1054	Affordable Housing Plastic Shopping Bag Tax	Housing	Concerning an increase in funding for affordable housing through a tax on plastic shopping bags.	Rosenthal, Court	Assigned to House Local Government + Finance + Appropriations	10-Jan-2018	Failed	

Transportation Report

To: SWCCOG Board of Directors
From: Jessica Laitsch
Date: 2 February, 2018

Comments: Transportation:

The SWTPR met on 1 February, 2018. The topics included:

- Resignation of Keenan Ertel as Vice-chair. Phil Johnson was selected to serve the remainder of the term.
- CDOT staff presented an update to the possible ballot question for funding transportation. CDOT staff will continue to update the TPR as additional information becomes available.

The next SWTPR meeting will be held at 9:00 a.m. Thursday, 5 April, 2018 at the Carnegie Building, 1188 E 2nd Ave., Durango.

Transit:

5304 Four Corners Coordinated Transit Plan – The kick-off meeting with the steering committee for this project will be held on Wednesday, 7 February, 2018. Staff will provide a verbal update of this meeting.

NADO Technical Assistance Cortez/Durango fixed route bus – Staff is working with the consultant to schedule a site visit for this project. As a reminder, this project is made possible through a technical assistance grant awarded to the National Association of Development Organizations. The only cost to the SWCCOG for this project will be a limited amount of staff time. This project was identified as a high priority in multiple SW Colorado regional transportation plans.

The next Regional Transit Council meeting will be held at 9:00 a.m. Friday, 16 March, 2018 at the Carnegie Building, 1188 E 2nd Ave., Durango.

VISTA's Report

Bb SWCCOG Board of Directors
From: Dylan Lucas
Date: 1 February 2018

Comments: **Recycling Education Program**

I am still working with Kemper elementary to finish meeting their needs on the elementary recycling education project. Unfortunately, due to school being back under way, working within their schedules has been quite difficult. Despite this we are still confident in their program seeing its full development before the end of the school year.

Professional Development

The data analytics course that I have been taking as part of my professional development for the past two months is set to wrap up on the 15th of February. I've learned quite a bit all the way from learning how to analyze data sets for relevancy and accuracy, plotting graphs via the use of code, all the way to analyzing data trends also via code. Overall, the course has been incredibly useful, and I feel as if it will prove helpful not only with the rest of my time here but in later positions as well. This learned knowledge would prove useful in measuring impacts of recycling education on consumer's recycling habits.

Discussion Items

Decision Items

SWCCOG Executive Committee Minutes

To: SWCCOG Board of Directors

From: Sara Trujillo

Date: 8 February 2017

Comments: Executive Committee Minutes from December 21, 2017 for approval. There were not enough voting members at the January meeting, so this item has been brought back for approval.

Legal Review: None

Fiscal Impact: None

Staff Recommendation: Executive Committee approve the attached minutes from December 21, 2017

**Southwest Colorado Council of Governments
Executive Committee Meeting
Thursday, December 21 2017, 1:30 p.m.**

In attendance:

Gwen Lachelt – La Plata County

Chris La May – Town of Bayfield (via phone)

Miriam Gillow-Wiles – Southwest Colorado Council of Governments (via phone)

Sara Trujillo – Southwest Colorado Council of Governments

The meeting began at 1:44 p.m.

Gwen said she will not be able to attend the January board meeting.

Sara said the January agenda includes the usual items of minutes and financials. There are quite a few decision items. Miriam said a contract for Colorado Telehealth Network (CTN) will be in the packet for review and approval. The DoLA 2018 TA grant was awarded for less than requested. Miriam said she will contact Patrick with DoLA to find out why. Chris asked if this grant includes money for the DoLA 8011 downtown grant. Miriam said yes. Once the board approves the contract, an official contract will go out for signature.

Miriam said staff will be applying for \$1-2 million from the DoLA broadband fund. This will help to cover costs from CTN and for staff management of the grant. Chris asked how much is left in the DoLA broadband fund. Miriam said \$2.5 million. The COG has never requested funds from this pot, so Miriam is confident that the COG has a chance to receive some funds.

Gwen asked if the board should discuss legislative priorities. Miriam said that is a good idea and this will be added to the discussion items.

Chris asked if there needs to be any formal turnover of the executive committee. Miriam said the December vote established the members of the executive committee, but the board can do something more formal if they want at the January meeting. Miriam will ask the current Chair whether there should be an additional item added to the agenda.

The meeting ended at 1:52 p.m.

2017 Budget Amendment

To: SWCCOG Board of Directors
From: Sara Trujillo
Date: 8 February 2018

Comments: The 2017 budget was approved in August 2016. With the budget complete so early in the year, many budget changes and fluctuations occurred that I tracked closely with a projected -\$28,000 budget deficit since March 2017. I am happy to present a final 2017 budget amendment much better than expected.

The updated projections are summarized below:

General Fund FY2017	Approved	Amended
Revenues	\$1,896,636	\$580,730
Expenditures	\$1,894,705	\$589,804
Net Income	\$1,931	-\$9,074

The FY2017 amendment (unaudited) is at a deficit. Contributing factors include:

Revenues

- The DoLA 8011 Downtown Grant funds were not fully utilized and the COG de-obligated \$54,800 creating a loss of approximately \$7,000 of funds designated for admin.
- An all-member participation in dark fiber leasing to include a revenue share with the COG was anticipated by 2017 mid-year. This did not happen and affected projected revenues by over \$14,000.
- Transit grant funding was not awarded.

Expenditures

Most expenses decreased significantly as many were inflated to cover estimated costs that come with a much larger budget. Staff further reduced or removed expenditures to help with the deficit. Large changes include:

- The AmeriCorps VISTA expense of \$8,000 was covered under the 2016-2017 RREO grant.
 - Significant decreases in salary and wage accounts as well as healthcare insurance are seen because Jessica's position was assumed to be full time and with full benefits; however, 2017 did not present this opportunity.
-

2017 Budget Amendment

- \$14,000 was budgeted for new accounting software; this expense was reduced and staff will continue using QuickBooks.
- \$15,000 was budgeted for single audit costs; however, a single audit will not be required because certain large grants were not applied for in 2017 as anticipated.
- Two new computers and other computer hardware were budgeted for at \$4,050. Staff opted to not upgrade computers in 2017.
- Team Building expenditures were removed.

The attached documents include:

- 3-year budget comparison – 2015 and 2016 are audited numbers, of course. The 2016 budget amendment was off the audited financials by \$50.00. I hope to be that close if not closer for the 2017 audit. The 2017 audit is scheduled for the first week of April.
- 3-year fund balance comparison – 2017 will be the first year that the COG's fund balance requirements are not met; fortunately, by a minimal amount.
- Profit and Loss Budget vs. Actual – This report shows the significant fluctuations in the budget that staff dealt with throughout the year.

Fiscal Impact: High, Budget changes throughout the year.

Staff Recommendation: Approve the final 2017 budget amendment.

Legal Review: Not Applicable

	2015 Actual Budget (Audited)	2016 Actual Budget (Audited)	2017 Amended Budget (UNAUDITED)
Income			
All Hazards	218,050.00	135,239.00	223,752.00
FCC Broadband Infrastructure Grant	0.00	0.00	0.00
CDOT Grants			
SWTPR Grant	20,366.00	21,293.00	21,681.00
Transit 5304 Grant	0.00	0.00	0.00
Transit LCC Grant	24,800.00	19,999.00	0.00
Total CDOT Grants	45,166.00	41,292.00	21,681.00
DoLA Grants			
DoLA 7645	0.00	40,747.00	0.00
DoLA 8010	0.00	78,002.00	0.00
DoLA 8011	0.00	33,231.00	41,321.00
DoLA 8330	0.00	0.00	30,578.00
DoLA 9038	0.00	55,045.00	44,955.00
DoLA TA 2018	0.00	0.00	0.00
DoLA BB	0.00	0.00	0.00
DoLA Grants - Other	68,351.00	0.00	0.00
Total DoLA Grants	68,351.00	207,025.00	116,854.00
Dues Revenue			
Admin Position	0.00	12,347.00	12,200.00
COG Dues	114,712.00	115,363.00	114,000.00
SWTPR Contributions	7,679.00	7,679.00	7,607.00
Total Dues Revenue	122,391.00	135,389.00	133,807.00
Grant Match			
COG Member Match	0.00	6,836.00	15,000.00
Non-COG Member Match	0.00	12,223.00	0.00
Total Grant Match	0.00	19,059.00	15,000.00
Misc. Income	551.00	29,350.00	11,907.00
RREO Grant			
RREO 2016-2017	0.00	6,756.00	28,162.00
RREO Grant - Other	21,204.00	0.00	0.00
Total RREO Grant	21,204.00	6,756.00	28,162.00
SCAN Services			
Dark Fiber Leasing	17,275.00	20,256.00	21,287.00
e-TICS	8,400.00	8,400.00	0.00
Fiber Equipment Repair Fund	0.00	0.00	0.00
Internet & Transport	8,280.00	8,280.00	8,280.00
Total SCAN Services	33,955.00	36,936.00	29,567.00
SJB AAA	2,698.00	3,376.00	0.00
Lincoln Institute OR EPA Grant	23,286.00	0.00	0.00
Total Income	535,652.00	614,422.00	580,730.00

Expense

Advertising and Promotion	466.00	420.00	110.00
All Hazards Projects	211,155.00	119,849.00	220,523.00
AmeriCorp VISTA	8,000.00	8,000.00	8,000.00
Bank Service Charge	326.00	73.00	0.00
Broadband Expenses			
Fiber Equip Repair - RESTRICTED	0.00	0.00	0.00
SCAN Dark Fiber Lease	13,046.00	12,660.00	5,322.00
Total Broadband Expenses	13,046.00	12,660.00	5,322.00
Conference Fee	0.00	0.00	199.00
Consulting	34,024.00	190,300.00	92,018.00
Employee/Board Appreciation	414.00	361.00	79.00
Information Technology (IT)			
Hardware	0.00	0.00	0.00
Internal IT Consulting	0.00	0.00	50.00
Software	1,667.00	1,268.00	1,034.00
Total Information Technology (IT)	1,667.00	1,268.00	1,084.00
Insurance Expense			
General Liability	2,083.00	2,213.00	2,235.00
Health	28,337.00	19,922.00	26,214.00
HSA	0.00	4,000.00	0.00
Worker's Compensation	1,597.00	1,674.00	1,668.00
Total Insurance Expense	32,017.00	27,809.00	30,117.00
Internet Connectivity			
Fast Track	10,800.00	10,800.00	10,800.00
Internet Connection (AT&T)	2,910.00	386.00	388.00
Total Internet Connectivity	13,710.00	11,186.00	11,188.00
Match Refund	0.00	1,634.00	0.00
Meetings	5,290.00	2,738.00	1,316.00
Memberships	825.00	17,254.00	5,673.00
Misc. Expense	0.00	15,851.00	3,503.00
Office Equipment	10,708.00	3,971.00	493.00
Office Supplies	3,450.00	741.00	481.00
Office Telephone	0.00	0.00	0.00
Postage and Delivery	134.00	65.00	67.00
Professional Development	0.00	430.00	2,569.00
Professional Fees			
Accounting Software	425.00	0.00	220.00
Audit	6,250.00	6,500.00	6,750.00
Legal	3,561.00	5,248.00	3,929.00
Misc.	1,411.00	1,330.00	331.00
Total Professional Fees	11,647.00	13,078.00	11,230.00
Rent	83.00	87.00	91.00
Salary and Wages			
457 Retirement	3,250.00	3,515.00	6,536.00
Car Allowance	3,600.00	3,600.00	3,600.00
Cell Phone Allowance	0.00	2,665.00	2,795.00

Housing Allowance	3,218.00	2,700.00	0.00
Payroll Processing Fee	1,499.00	1,569.00	1,591.00
Payroll Tax	9,291.00	11,012.00	11,171.00
Salary and Wages - Other	120,927.00	139,495.00	136,099.00
Total Salary and Wages	141,785.00	164,556.00	161,792.00
Software Maintenance e-TICS	9,100.00	10,292.00	15,162.00
Team Building	0.00	320.00	0.00
Travel	20,147.00	16,245.00	18,787.00
Other	22,976.00	0.00	0.00
Total Expense	540,970.00	619,188.00	589,804.00
Profit/Loss	-5,318.00	-4,766.00	-9,074.00

Fund Balance: General Fund

Fund Balance Information	
General Fund - FY2015	
Beginning Fund Balance ^a	\$95,817
Ending Fund Balance ^a	\$90,500
Operating Costs	\$209,222
Reserve Requirement	\$69,741
General Fund - FY2016	
Beginning Fund Balance ^a	\$90,500
Ending Fund Balance ^a	\$85,735
Operating Costs	\$216,895
Reserve Requirement	\$72,298
General Fund - FY2017	
Beginning Fund Balance ^a	\$85,735
Ending Fund Balance ^e	\$76,661
Operating Costs	\$235,512
Reserve Requirement	\$78,504
Reserve Deficit	\$-1,843

Notes:

SWCCOG Fund Balance Policy states:

It is the goal of the SWCCOG to maintain an unassigned fund balance equal to four months of operating expenditures.

^a indicates audited information

^e indicates unaudited information

Fund Balance = Assets minus liabilities

Southwest Colorado Council of Governments
Profit & Loss Budget vs. Actual
 January through December 2017

	Jan - Dec 17	Budget	% of Budget
Ordinary Income/Expense			
Income			
All Hazards			
2015 SHSP	97,382.91	75,000.00	129.8%
2016 SHSP	126,368.89	134,283.00	94.1%
2017 SHSP	0.00	100,000.00	0.0%
Total All Hazards	223,751.80	309,283.00	72.3%
Broadband	0.00	1,100,000.00	0.0%
CDOT Grants			
SWTPR Grant	21,681.23	22,100.00	98.1%
Transit Coord Grant	0.00	24,239.00	0.0%
Transit LCC Grant	0.00	0.00	0.0%
Total CDOT Grants	21,681.23	46,339.00	46.8%
DoLA Grants			
DoLA 8010	0.00		
DoLA 8011	41,320.97	100,000.00	41.3%
DoLA 8330	30,577.51	50,000.00	61.2%
DoLA 9038	44,954.54	25,000.00	179.8%
Total DoLA Grants	116,853.02	175,000.00	66.8%
Dues Revenue			
Admin Position	12,200.00	12,200.00	100.0%
COG Dues	114,000.00	114,000.00	100.0%
SWTPR Contributions	7,607.00	7,679.00	99.1%
Total Dues Revenue	133,807.00	133,879.00	99.9%
EPA Grant - 2017	0.00	50,000.00	0.0%
Grant Match			
COG Member Match	15,000.00	10,000.00	150.0%
Total Grant Match	15,000.00	10,000.00	150.0%
Misc. Income	11,906.55		
RREO Grant			
RREO 2016-2017	28,161.60	17,459.00	161.3%
Total RREO Grant	28,161.60	17,459.00	161.3%
SCAN Services			
Dark Fiber Leasing	21,286.50	36,276.00	58.7%
e-TICS	0.00	8,400.00	0.0%
Fiber Equipment Repair Fund	0.00		
Internet & Transport	8,280.00	10,000.00	82.8%
Total SCAN Services	29,566.50	54,676.00	54.1%
Total Income	580,727.70	1,896,636.00	30.6%
Gross Profit	580,727.70	1,896,636.00	30.6%
Expense			
Advertising and Promotion	109.53	600.00	18.3%
All Hazards Projects			
All Hazards 2015 SHSP			
Grant 2015 Project 1	3,342.95		
Grant 2015 Project 2	24,042.97		
Grant 2015 Project 3	66,959.88		
Grant 2015 Project 4	8,692.28		
Grant 2015 Project 5	7,840.83		
All Hazards 2015 SHSP - Other	0.00	75,000.00	0.0%
Total All Hazards 2015 SHSP	110,878.91	75,000.00	147.8%
All Hazards 2016 SHSP			
Grant 2016 Project 1	13,317.08		
Grant 2016 Project 2	19,942.50		
Grant 2016 Project 3	8,994.34		
Grant 2016 Project 4	23,661.83		
Grant 2016 Project 5	6,079.08		
Grant 2016 Project 6	27,744.11		
Grant 2016 Project 7	46,440.30		
All Hazards 2016 SHSP - Other	-36,535.11	127,569.00	-28.6%
Total All Hazards 2016 SHSP	109,644.13	127,569.00	85.9%
All Hazards 2017 SHSP	0.00	92,320.00	0.0%
Total All Hazards Projects	220,523.04	294,889.00	74.8%

Southwest Colorado Council of Governments
Profit & Loss Budget vs. Actual
 January through December 2017

	Jan - Dec 17	Budget	% of Budget
AmeriCorp VISTA	8,000.00	8,000.00	100.0%
Bank Service Charge	0.00	225.00	0.0%
Broadband Expenses			
SCAN Dark Fiber Lease	5,321.63	9,069.00	58.7%
Total Broadband Expenses	5,321.63	9,069.00	58.7%
Conference Fee	199.00		
Consulting	92,017.85	1,248,035.00	7.4%
Employee/Board Appreciation	78.88	200.00	39.4%
Information Technology (IT)			
Internal IT Consulting	50.00		
Software	1,033.99	2,300.00	45.0%
Total Information Technology (IT)	1,083.99	2,300.00	47.1%
Insurance Expense			
General Liability	2,234.75	2,274.00	98.3%
Health	26,214.00	35,649.00	73.5%
HSA	0.00	6,000.00	0.0%
Worker's Compensation	1,668.00	1,808.00	92.3%
Total Insurance Expense	30,116.75	45,731.00	65.9%
Internet Connectivity			
Fast Track	10,800.00	10,000.00	108.0%
Internet Connection (AT&T)	388.01		
Total Internet Connectivity	11,188.01	10,000.00	111.9%
Meetings	1,315.72	7,000.00	18.8%
Memberships	5,673.00	3,200.00	177.3%
Misc. Expense	3,502.60		
Office Equipment	493.46	4,050.00	12.2%
Office Supplies	481.26	1,500.00	32.1%
Postage and Delivery	67.15	100.00	67.2%
Professional Development	2,569.31	4,000.00	64.2%
Professional Fees			
Accounting Software	219.95	14,000.00	1.6%
Audit	6,750.00	15,000.00	45.0%
Legal	3,929.13	3,000.00	131.0%
Misc.	331.41	1,000.00	33.1%
Total Professional Fees	11,230.49	33,000.00	34.0%
Rent	91.00	81.00	112.3%
Salary and Wages			
457 Retirement	6,536.44	8,161.00	80.1%
Car Allowance	3,600.00	3,600.00	100.0%
Cell Phone Allowance	2,795.00	3,120.00	89.6%
Housing Allowance	0.00	3,250.00	0.0%
Payroll Processing Fee	1,590.56	1,600.00	99.4%
Payroll Tax	11,170.96	13,955.00	80.0%
Salary and Wages - Other	136,098.59	163,219.00	83.4%
Total Salary and Wages	161,791.55	196,905.00	82.2%
Software Maintenance e-TICS	15,162.00	8,400.00	180.5%
Team Building	0.00	800.00	0.0%
Travel	18,787.18	16,620.00	113.0%
Total Expense	589,803.40	1,894,705.00	31.1%
Net Ordinary Income	-9,075.70	1,931.00	-470.0%
Other Income/Expense			
Other Income			
Interest Earned	0.00		
Total Other Income	0.00		
Net Other Income	0.00	0.00	0.0%
Net Income	-9,075.70	1,931.00	-470.0%

DOLA 8330 Grant Extension

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 2 February 2018

Comments: The SWCCOG received funding for assistance with Broadband issues and development of a regional public transit plan. This grant amendment request is to extend the grant to 31 December, 2018 in order to align the transit planning project with the other identified funding and allow consultant services for broadband to continue into the second quarter of 2018 if needed, which could prove useful as the SWCCOG is working to secure federal funding for broadband infrastructure. This request does not include a change to the scope for any aspect of the grant.

Legal Review: Not applicable at this time.

Fiscal Impact: \$31,245 in grant funds remaining to be used

Staff Recommendation: Approve request for extension for DOLA EIAF 8330.



SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS

8 February, 2018

Patrick Rondinelli
DoLA Regional Manager
1000 Rim Drive
Durango, CO 81301

Re: EIAF contract #8330 – Southwest Colorado Council of Governments Technical Assistance

Dear Mr. Rondinelli,

The SWCCOG is writing to request an amendment to extend the EIAF Grant 8330 contract completion date to 31 December, 2018.

Project Status:

The Southwest Colorado Council of Governments (SWCCOG) had two major goals for the 8330 grant: assistance with Broadband issues and development of a regional public transit plan. Please see the attached document for the status update of each project within the grant along with the amount of money to spend, including grant, cash match, and in-kind funding.

Reasons for request:

During the FY 2017 year there has been significant progress on the Broadband assistance aspect of this grant. An extension through 2018 will ensure the assistance is available throughout our process of seeking federal broadband infrastructure funds.

The Transit planning project was delayed further in the 2017 fiscal year than anticipated. This modification will allow these funds to be available through the completion of the project in December 2018. This change modifies the completion date to align with the FTA 5304 grant that is funding the majority of the project.

The request to extend the grant to 31 December, 2018 will align the transit planning project with the other identified funding and allow consultant services for broadband to continue into the second quarter of 2018 if needed, which could prove useful as the SWCCOG is working to secure federal funding for broadband infrastructure. The SWCCOG is not requesting a change of scope for any aspect of the EIAF 8330 grant.

We appreciate your consideration of our request.

Sincerely,

Chris La May
SWCCOG Board Chair
Southwest Colorado Council of Governments

Update of DOLA 8330 - SWCCOG Technical Assistance Grant (as of December 2017)

Broadband consultant services - \$24,422 DOLA Funds, \$0 Cash Match to spend

Broadband personnel services - \$1,477 DOLA Funds to spend

Broadband Consultant did research of funding opportunities for the following grants:

- Rural Health Care
- BEST Grant
- E-Rate
- Other State or Federal Funds

Additional research and identification of eligible community health facilities which include:

- Clinics
- Hospitals
- Mental Health facilities
- Senior Centers (depends on facility)
- School nurses (depends on facility)

Phone calls and emails between consultant and Miriam, and coordination with Region 10/ San Miguel County for cross county/region builds for connectivity and redundancy.

Transit - \$5,346 DOLA Funds, \$40,000 Cash Match to spend

Under contract with Transportation Consultant, first stakeholder meeting scheduled for early February.

Consultant for Organizational Collaboration

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles and Jessica Laitsch
Date: 6 February, 2018

Comments: The SWCCOG was awarded DOLA funding for the development of a Southwest Colorado Organizational Collaboration Plan between the SWCCOG and the Region 9 Economic Development District. The SWCCOG issued an RFP for a Consultant and received four proposals. None of the proposals stood out as head and shoulders above the rest. Staff would like to discuss the various proposals with the Board prior to any decision by the Board.

Attached:

- The evaluation matrix for review.

The Respondents:

- Cranston Consulting – located in Denver/Fort Collins, CO
Pros: Multi-year plan with recommendations

Cons: Timetable and anticipated board participation seems unrealistic, best practices based on only 3 economic districts, limited relevant experience
 - Place Dynamics – located in New Berlin, WI
Pros: Realistic proposal that addresses requirements in RFP, has done other work throughout Colorado, solid references, lowest cost per hour

Cons: Limited relevant experience - specifically regarding previous work with COGs or economic districts
 - Tailie Baylor and Associates – located in Salado, TX
Pros: Project manager has extensive relevant experience - specifically regarding COGs and organizational collaboration, glowing references

Cons: Proposal is vague regarding anticipated outcomes and methodology for developing plan, experience is overwhelmingly counseling/therapy based which seems less relevant
 - Karen Thompson and Paul Roithmayr – located in La Plata County, CO
Pros: Direct experience with many organizations in southwest Colorado, including the SWCCOG and its member organizations, very good references
-

Consultant for Organizational Collaboration

Neutral: Recommend addressing some items identified in the RFP separately - specifically legal, technology and financial matters – with content experts in the event the boards choose to move forward with any sort of collaboration plan

Cons: Heavily focused on facilitation, highest cost per hour

Additional Information:

SWCCOG purchasing policy states that bids should be awarded to the lowest qualified and responsive bidder. Additionally, the policy includes a provision to give local preference equivalent to the lesser of 10% or \$500.

Legal Review: Not applicable until contract negotiation

Fiscal Impact: Project paid for by DOLA EIAF 8573 with match from Region 9 and SWCCOG

Staff Recommendation: Considering the strengths and weaknesses of each of the proposals, during the meeting staff would like to discuss recommendations for a contractor to select.

Staff recommends the Board select a contractor and direct staff to begin negotiations with that contractor.

Organizational Collaboration Proposal Comparison

	Cranston Consulting	Place Dynamics LLC	Taille Baylor and Associates	Thompson and Roithmayr
Meets RFP requirements	Yes	Yes	Yes	Yes
Projected Hours	367.5	440	351	258
Price Quote	\$34,487	\$35,000	\$29,895	\$35,000 + expenses (est \$400-500)
Previous Clients	U.S. Department of Labor, Colorado Department of Education, George Washington University, Metro Caring, Titan Seal, Excel Academy Public Charter School	Marquette, MI; River Falls, WI; Marshfield, WI; Minot, ND; Indianapolis, IN; Vernon County, WI	Development District of Central Texas, Indigent Helath Care Services of Bell County (TX), First Community Title	Red Cross America (Washington, DC), National Institute of Health (Washington, DC), FDA (Washington, DC), Colorado Rural Electric Association
Previous 4-Corners Based Clients	City of Mancos?	Currently working on other projects in Colorado		StoneAge Tools, 1st National Bank of Durango, Axis Health Systems, SWCCOG, Cortez City Council, Fort Lewis College, Hospice of Montezuma, Inc., La Plata County Attorney's Office , Osprey Packs, Inc.
Staff notes			Newly organized subsidiary	SWCCOG local preference the lesser of 10% or \$500

RREO: Regional Studies Grant

To: SWCCOG Board of Directors; Executive Committee
From: Dylan Lucas
Date: 3 February 2018

Comments: SWCCOG Staff is seeking to apply for the upcoming Recycling Resource Economic Opportunity (RREO) Grant through CDPHE due March 2nd. The RREO grant has a total of \$2.7 million across the state with a minimum of \$25,000 required for the projects funded, the total amount includes Tier I, Tier II, and Tier III applications. The funding will help in implementation of projects that lead to further waste diversion. Tier I applications are geared towards equipment and facility development. Tier II increase recycling through diversion but not via heavy equipment. Tier III is both Tier I and Tier II including personnel service costs.

As you will remember, we did apply for funding during the last grant cycle that ended in December, but unfortunately did not receive funding. CDPHE decided to cancel the December grant due to lack of applications. Staff is seeking to move forward with the ideas previously presented but include specific actions and implementation, rather than developing an additional regional recycling plan.

Identification of needs in our Region:

- Need to plan around on-going rural waste diversion obstacles
 - Low tons, decentralized programs/services, no local markets for recyclable waste
- Better understanding of waste diversion numbers in the region
- Greater focus on recycling collection for underserved areas
 - Most likely through drop-off locations

Proposed Project:

- Update existing data on Municipal Solid Waste (MSW) and Non-MSW diversion in the region as a foundation for further planning
 - Diversion quantities, location of programs, infrastructure, and any changes to services available from previous work in 2015
 - Collect data on annual basis moving forward to assess best practices in the region
 - Continued reduction of contaminated items
 - Address special waste needs that challenging to divert
 - Tires, Household Hazardous Waste, Electronics
 - Increase diversion access across region
 - Support cost effective Construction and Demolition recycling in the region
-

RREO: Regional Studies Grant

- Funding request will support planning and implementation for the State Fiscal Year 2018-2019

Benefits from the project:

- Reduction of contamination – increasing value of materials
- Increase diversion of hard to recycle materials
- Specific actions to positively impact recycling in SWCO identified and implementation started
- Capture diversion statistics in the region will help determine additional needs, impacts of actions, and help with future planning
- Builds upon SWCCOG recycling efforts
- Ideally will increase waste diversion across region

Financial Information:

- Staff is seeking a Tier III grant
- Tier III will provide funding for staff time as well as planning
- The grant does not require a match

Legal Review: Not applicable

Fiscal Impact: A RREO grant was included in the FY2018 grant, though the actual value may be different. The RREO Tier III grant will pay for staff time directly related to the project.

Staff Recommendation: Allow staff to apply for the RREO grant application with reporting to the SWCCOG Board in March 2018 of project and requested amount.

Other Items

Community Updates
