



~ Agenda ~
For a Regular Meeting of the
SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS

PO Box 963
Durango, CO 81302
<http://co.laplata.co.us>

Friday, February 6, 2015

1:30 PM

Board Room

[The Board reserves the right to hold Executive Session per CRS 24-6-402(4)]
[To participate via teleconference, please call 661-673-8600 and enter participant code 850589#]

I. Introductions

II. Western Lands and Communities Presentation

III. Consent Agenda

1. January 2015 Minutes
2. January 2015 Financials

IV. Discussion Items

1. Broadband Non Profit and Legislation Update

V. Decision Items

1. March 2015 Board Meeting
2. Personnel Policy Update
3. Letter of Support - Phoenix Recycling RREO Grant
4. Dark Fiber Lease MOU

VI. Reports

1. Director's Report
2. Recycling Report
3. Transportation Report - Verbal Report
4. Community Updates

ITEM NO. (ID # 2340)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Minutes

SUBJECT: January 2015 Minutes

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ATTACHMENTS:

- COG Board Meeting Minutes 1-9-2015 DRAFT (DOCX)

Southwest Colorado Council of Governments
January Board Meeting
09 January 2015
La Plata County Court House

Board in Attendance:

Dick White – City of Durango
Andrea Phillips – Town of Mancos
Ernie Williams – Dolores County
Michael Whiting – Archuleta County
William Tookey – San Juan County
Lee San Miguel – Town of Ignacio
Chris LaMay – Town of Bayfield
Greg Schulte – Town of Pagosa Springs
Shane Hale – City of Cortez – (Via Phone)
Julie Westendorff – La Plata County
Michelle Nelson - Town of Bayfield
Joe Kerby – La Plata County
John Egan – Town of Pagosa Springs

Staff in Attendance:

Miriam Gillow-Wiles – Executive Director
Sara Trujillo – Assistant/Accountant

Guest in Attendance:

James Torres – La Plata County IT
Dr. Rick Smith – Representing the Association
Ken Charles - DoLA
Sarah Rank – 4CORE
Eric Pearson - City of Durango IT
Darlene Marcus – Congressman Scott Tipton’s Office
John Whitney – Senator Michael Bennet’s Office

I. Call to Order

The meeting was called to order at 1:35pm; everyone introduced themselves.

II. Disaster Recovery Panel Presentation: Ken Charles

There will be a meeting held January 29 at the La Plata County Fairgrounds presenting a Colorado Disaster Panel. This meeting was spurred by the flooding disaster in the North Front Range. Please email your RSVP to trevor.denney@state.co.us. The meeting is free and lunch will be provided.

III. Consent Agenda: Minutes & Financials

Motion to approve minutes and financials as presented: Michael Whiting, Second: William Tookey. Passed by a unanimous voice vote.

IV. Discussion Items:

Broadband Non-Profit:

In trying to figure out how to use the SCAN network but unable to do so because of SB152, it has been found that a non-profit status is a work around. The options, if the COG chooses, would be to partner with a non-profit to gain 501C3 status or the COG can set up or change

its own status to a 501C3. The following chart depicts the pros and cons discussed for the two options:

Partnering with an already established non-profit:

Pros	Cons
SB152 work around	Legal risks
No set up costs	

COG sets up or changes its own status to non-profit:

Pros	Cons
SB152 work around	Work around may be recognized and diverted in the near future by additional and change in regulations
Access to non-profit grants	Limits access to some grants and to lobby
	Costly to set up

The COG’s position is to repeal SB152 or make necessary modifications to allow communities to operate. Because future legislation is unknown, Miriam is to follow any changes with SB152 and gather information to report on what direction the legislation is heading.

V. Decision Items:

4CORE CNG Letter of support: Sarah Rank

4CORE is seeking a letter of support on behalf of Spark natural Gas to cover equipment costs to set up CNG fueling station. This letter will enhance their application. Discussion involved the need for alternative fuels filling stations, and updating the letter so the COG may support other stations in the future as well.

Motion to provide a letter of support to 4CORE: Michelle Nelson, Second: Ernie Williams. Passed by a unanimous voice vote.

Bobby Lieb Letter of Support:

Bobby Lieb will be applying for the position of Director of Department of Local Affairs and is asking for a letter of support for his application.

Motion to provide a letter of support to Bobby Lieb: Ernie Williams, Second: Michael Whiting. Passed by a unanimous voice vote.

Resolution 2015-01:

This resolution authorizes Julie Westendorff as new signature authority as treasurer of the COG.

Motion to approve resolution: William Tookey, Second: Lee San Miguel. Passed by a unanimous voice vote.

MOU for Dark Fiber Leasing:

A basic MOU template was created for dark fiber leasing. MOU can be modified to accommodate specific community details. The board would like to see each individual contract for approval versus having a basic template for all communities as verbiage used would need to be changed for each entity and contract.

Motion to table this item until the February meeting where a draft can be put in front of respective boards for feedback: Michael Whiting, Second: John Egan. Passed by a unanimous voice vote.

AAA – SWCCOG MOU for bookkeeping:

The AAA board did not approve the bookkeeping contract. This item has been tabled on the AAA agenda until March, 2015.

Motion to table this item until the AAA approached the COG: John Egan, Second: Michael Whiting. Passed by a unanimous voice vote.

Telecom Grant Opportunities:

Two grant opportunities are available. The first being a USDA grant. Upon further investigation, Miriam does not feel a USDA grant would be a good fit at this time for the COG. The minimum grant is \$100,000 and 15% would be required as match, which is not obtainable at this time. The second opportunity is an IBM Smarter Cities grant. This will be a more competitive grant but if we apply as a rural region we would have a greater chance. This grant would allow for an IBM professional to come in and evaluate how well we use our telecom networks and provide technical assistance for how to use our network more effectively. This will be an intensive 3-week analysis where IT staff would be included. This grant must be written by February 6.

Motion to authorize Miriam to apply for IBM Smarter Cities grant: Julie Westendorff, Second: Lee San Miguel. Passed by a unanimous voice vote.

VI. Reports:

Director's Report:

RREO:

There will be a meeting held January 27 from 9am – 11pm at the Carnegie Building to present the data compilation from the waste sorts. Local government and private service providers working on recycling will be coming. A final presentation will be scheduled around the May-June time frame.

P/T Assistant:

We may be bringing on a part-time assistant to help with administrative assistant tasks. However, with the AAA contract not being obtained, Sara's time will not be as constricted, so a part-time assistant may not be needed. More discussion of this assistant position will be had and budget assessed for feasibility with an additional employee.

TPR/Transit:

The Ute Mountain Ute Indian Tribe received a grant to do transit planning and is interested in working with the COG on this endeavor. The tribe is also interested in both broadband and recycling.

Time did not allow for community updates.

Adjourned at 3:30pm

ITEM NO. (ID # 2342)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: January 2015 Financials

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ATTACHMENTS:

- January 2015 Financials (PDF)

Southwest Colorado Council of Governments
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January 2015

Ad Basis
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	100-General	125-SWIMT	200-All Hazards	300-Fort Lyons	500 - RREO	600-TPR	830-Telecom	900-SCAN	TOTAL
ASSETS									
Current Assets									
Checking/Savings									
1001 - 1st Southwest Bank	25,293.23	0.00	0.00	0.00	0.00	0.00	0.00	0.00	25,293.23
1002 - Alpine Bank Unrestricted	30,530.12	0.00	0.00	0.00	0.00	0.00	0.00	0.00	30,530.12
1010 - Petty Cash	151.39	0.00	0.00	0.00	0.00	0.00	0.00	0.00	151.39
Total Checking/Savings	55,974.74	0.00	0.00	0.00	0.00	0.00	0.00	0.00	55,974.74
Accounts Receivable									
1200 - Accounts Receivable	-64,361.98	551.35	140,074.37	8,829.84	17,287.56	8,238.42	323.08	24,129.25	135,071.89
Total Accounts Receivable	-64,361.98	551.35	140,074.37	8,829.84	17,287.56	8,238.42	323.08	24,129.25	135,071.89
Other Current Assets									
1090 - Due To/ Due From	138,035.53	3,329.94	-134,084.18	-5,652.34	-18,548.58	1,974.80	37,338.62	-22,393.79	0.00
Total Other Current Assets	138,035.53	3,329.94	-134,084.18	-5,652.34	-18,548.58	1,974.80	37,338.62	-22,393.79	0.00
Total Current Assets	129,648.29	3,881.29	5,990.19	3,177.50	-1,261.02	10,213.22	37,661.70	1,735.46	191,046.63
TOTAL ASSETS	129,648.29	3,881.29	5,990.19	3,177.50	-1,261.02	10,213.22	37,661.70	1,735.46	191,046.63
LIABILITIES & EQUITY									
Liabilities									
Current Liabilities									
Credit Cards									
1003 - Alpine Bank Credit Card-Miriam	8,192.30	0.00	0.00	0.00	0.00	0.00	0.00	0.00	8,192.30
1004 - Alpine Bank Credit Card - Sara	6,171.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	6,171.58
Total Credit Cards	14,363.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,363.88
Other Current Liabilities									
1006 - Retirement Liabilities Due	129.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	129.99
Total Other Current Liabilities	129.99	0.00	0.00	0.00	0.00	0.00	0.00	0.00	129.99
Total Current Liabilities	14,493.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,493.87
Total Liabilities	14,493.87	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14,493.87
Equity									
32000 - Retained Earnings	19,542.53	3,329.94	14,716.55	3,177.50	15.29	3,449.62	37,661.70	-9,399.54	72,493.59
Net Income	95,611.89	551.35	-8,726.36	0.00	-1,276.31	6,763.60	0.00	11,135.00	104,059.17
Total Equity	115,154.42	3,881.29	5,990.19	3,177.50	-1,261.02	10,213.22	37,661.70	1,735.46	176,552.76
TOTAL LIABILITIES & EQUITY	129,648.29	3,881.29	5,990.19	3,177.50	-1,261.02	10,213.22	37,661.70	1,735.46	191,046.63

Southwest Colorado Council of Governments
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January through December 2015

	100-General	125-SWIMT	200-All Hazards	500 - RREO	600-TPR	900-SCAN	TOTAL
Income							
3000 · Match - IT DOLA 7645	-1,684.15	0.00	0.00	0.00	0.00	0.00	-1,684.15
4004 · SWIMT Rev	0.00	551.35	0.00	0.00	0.00	0.00	551.35
4005 · E-tics	0.00	0.00	0.00	0.00	0.00	8,400.00	8,400.00
4008 · Telecom Services Revenue	0.00	0.00	0.00	0.00	0.00	1,860.00	1,860.00
4009 · Fiber Lease Revenue	0.00	0.00	0.00	0.00	0.00	3,375.00	3,375.00
4041 · All Hazards Grant	0.00	0.00	-6,575.38	0.00	0.00	0.00	-6,575.38
4950 · Match-GOV Admin	114,712.00	0.00	0.00	0.00	7,986.00	0.00	122,698.00
Total Income	113,027.85	551.35	-6,575.38	0.00	7,986.00	13,635.00	128,624.82
Gross Profit	113,027.85	551.35	-6,575.38	0.00	7,986.00	13,635.00	128,624.82
Expense							
1005 · 457 Retirement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
5200 · All Hazard Project	0.00	0.00	2,150.98	0.00	0.00	0.00	2,150.98
5401 · Software Maintenance (E-Tic)	0.00	0.00	0.00	0.00	0.00	700.00	700.00
5410 · Rent	1.00	0.00	0.00	0.00	0.00	0.00	1.00
5510 · Travel Exp	0.00	0.00	0.00	1,085.28	1,222.40	0.00	2,307.68
5512 · Meeting Exp	265.03	0.00	0.00	51.45	0.00	0.00	316.48
5515 · Legal Fees	129.60	0.00	0.00	0.00	0.00	0.00	129.60
5520 · Advertising	322.68	0.00	0.00	0.00	0.00	0.00	322.68
5521 · Telephone/Website/Internet	161.49	0.00	0.00	0.00	0.00	0.00	161.49
5523 · Payroll Processing Fees	178.49	0.00	0.00	0.00	0.00	0.00	178.49
5526 · Internet Connectivity (100 Mb)	0.00	0.00	0.00	0.00	0.00	1,800.00	1,800.00
5532 · Postage	65.43	0.00	0.00	0.00	0.00	0.00	65.43
5540 · Membership/Sub	825.00	0.00	0.00	0.00	0.00	0.00	825.00
5545 · Equipment/Computers	19.69	0.00	0.00	0.00	0.00	0.00	19.69
5550 · Supplies	136.23	0.00	0.00	32.98	0.00	0.00	169.21
5555 · Liability Insurance	2,083.00	0.00	0.00	0.00	0.00	0.00	2,083.00
5558 · Insurance- Health	2,393.00	0.00	0.00	0.00	0.00	0.00	2,393.00
5570 · Car Allowance/Mileage	300.00	0.00	0.00	0.00	0.00	0.00	300.00
5580 · Salary & Wages	8,941.32	0.00	0.00	0.00	0.00	0.00	8,941.32
5587 · Worker's Compensation	1,594.00	0.00	0.00	0.00	0.00	0.00	1,594.00
5640 · Consulting	0.00	0.00	0.00	106.60	0.00	0.00	106.60
Total Expense	17,415.96	0.00	2,150.98	1,276.31	1,222.40	2,500.00	24,565.65
Net Income	95,611.89	551.35	-8,726.36	-1,276.31	6,763.60	11,135.00	104,059.17

Southwest Colorado Council of Governments
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January 2015

	Jan 15	Budget	\$ Over Budget	% of Budget
Income				
3000 · Match - IT DoLA 7645	-1,684.15	833.00	-833.00	0.0%
3500 · WLC Grant	0.00	7,416.00	-7,416.00	0.0%
3700 · DoLA 7645	0.00	551.35		
4004 · SW/MT Rev	8,400.00	700.00	7,700.00	1,200.0%
4005 · E-fics	0.00	10,224.00	-10,224.00	0.0%
4006 · Dues Revenue	0.00	1,000.00	860.00	186.0%
4008 · Telecom Services Revenue	1,860.00	275.00	3,100.00	1,227.3%
4009 · Fiber Lease Revenue	3,375.00	1,822.00	-1,822.00	0.0%
4030 · Grant-CDOT	0.00	2,066.00	-2,066.00	0.0%
4040 · Grant-Transit	0.00	19,925.00	-26,500.38	-33.0%
4041 · All Hazards Grant	-6,575.38			
4950 · Match-GOV Admin	122,698.00	1,495.00	-1,495.00	0.0%
4957 · RREO Grant	0.00			
Total Income	128,624.82	45,756.00	82,868.82	281.1%
Gross Profit				
	128,624.82	45,756.00	82,868.82	281.1%
Expense				
1005 · 457 Retirement	0.00			
5200 · All Hazard Project	2,150.98			
5401 · Software Maintenance (E-Tic)	700.00			
5410 · Rent	1.00			
5510 · Travel Exp	2,307.68			
5512 · Meeting Exp	316.48			
5515 · Legal Fees	129.60			
5520 · Advertising	322.68			
5521 · Telephone/Website/Internet	161.49			
5523 · Payroll Processing Fees	178.49			
5526 · Internet Connectivity (100 Mb)	1,800.00			
5530 · RAM/P Fees	0.00	825.00	-825.00	0.0%
5532 · Postage	65.43			
5540 · Membership/Sub	825.00			
5545 · Equipment/Computers	19.69			
5550 · Supplies	169.21			
5555 · Liability Insurance	2,083.00			
5558 · Insurance- Health	2,393.00			
5570 · Car Allowance/Mileage	300.00			
5580 · Salary & Wages	8,941.32			
5587 · Worker's Compensation	1,594.00			
5640 · Consulting	106.60			
Total Expense	24,565.65	825.00	23,740.65	2,977.7%
Net Income	104,059.17	44,931.00	59,128.17	231.6%

ITEM NO. (ID # 2343)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: Broadband Non Profit and Legislation Update

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ATTACHMENTS:

- Broadband Memo 6 Feb 2015 (DOC)

Broadband NP and Legislation Update

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 6 February 2015

Comments: **Broadband Legislation**

▫ **State**

CML and CCI are working on an amendment of SB05-152 that will be introduced late in the session (late March or April). They are currently working on meeting with industry reps to help move private sector in support of changing 152. Ideally, the update to 152 will include: use of FCC definition of Broadband, if the community is not receiving FCC defined broadband then the local government will be free to do what is necessary without a vote, allow for public private partnerships (without a vote). As this moves through the Senate and House, we will need the local elected officials, local ISPs, business owners, and economic development organizations to vocalize their support of these changes. I will put together a letter of support and any other docs needed in a template form.

▫ **Federal**

Last week, the FCC updated the definition of Broadband. Previously, the definition was 4Mbps down and 1Mbps up. The new definition is significantly higher to a minimum of 25Mbps down and 3Mbps up. This is very good news and is important for businesses, education, and residents who all know the former definition was not fast enough. This also is important because much of SW Colorado had broadband under the previous definition, but now do not. So we will be eligible for more funding.

Broadband Non Profit

This is still important to keep on the radar in the event the changes to 152 are not passed or are limited in their scope. Having talked to Ken Fellman, this is an option, as there isn't anything in the existing law that prohibits it. However, it is still a risk and if this is something the Board wants to move forward with, we need to assess our risk adversity to move forward. The La Plata County Economic Development Alliance is willing to house a 501c3 for the region, pending board approval and need.

Broadband NP and Legislation Update

Attachment: Broadband Memo 6 Feb 2015 (2343 : Broadband Non Profit and Legislation Update)

ITEM NO. (ID # 2346)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: March 2015 Board Meeting

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ATTACHMENTS:

- March 2015 Board Meeting Memo 6 Feb 2015 (DOC)

March Board Meeting

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 6 February 2015

Comments: I would like to have a half day long retreat at the March Board Meeting to discuss the SWCCOG 2015 and 2016 goals to help give staff better direction and criteria to select grants and to focus the organization on growing properly, and not just for growth's sake.

ITEM NO. (ID # 2344)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: Personnel Policy Update

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ATTACHMENTS:

- Personnel Policy Update Memo 6 Feb 2015 (DOC)
- Personnel Policy 6 Feb 2015 Parental Leave Update (PDF)

Personnel Policy Update

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 6 February 2015

Comments: When I initially wrote the Personnel Policy, I left out anything specific regarding maternity and paternity leave. This year the Affordable Care Act stipulates any organization over 50 employees must offer two weeks paid maternity leave. However, it is important to make sure both parents are able to take leave to be at home when adding to a family.

I highlighted the updated parts of the Parental Leave policy to move away from using only PTO for parental leave to having a dedicated three week paid leave, with any use of PTO coming in afterwards. As we grown and have some more redundancy in staffing, we will revisit this and see if a four week leave is possible. Currently it is not due to staffing.

- B. An employee's accrued PTO may not be used for on-the-job injuries that are being reimbursed by Worker's Compensation. If an injured employee is not able to return to work after using up the 480 hours injury leave, the following option is available:
1. A leave without pay may be granted if it is in the best interest of the employee's department to do so. Such leave is to be reviewed on a monthly basis (See Part II, Leave Without Pay).

Funeral Leave

Funeral leave of twenty-four (24) hours per year is granted to an employee in the event of a death in the immediate family, provided that the department head has given approval for the leave. If another member of the employee's immediate family dies in that same year, an additional twenty-four (24) hours will be allowed. Immediate family for this leave will be spouse, children, step-children, parents, siblings, grandparents, or grandchildren and the immediate family of the spouse. Funeral leave shall not be counted against the employee's normal vacation or sick leave.

Jury Duty

The SWCCOG recognizes jury duty as a civic responsibility of everyone. When summoned for jury duty, an employee will be granted leave to perform their duty as a juror. If the employee is excused from jury duty during their regular work hours, they are expected to report to work promptly.

Employees' receive regular pay for the first three days of jury duty if they were scheduled to work and a juror service certificate is submitted to the employee's supervisor or department head.

Beginning the fourth day and thereafter, employees serving as jurors are paid \$50.00 per day by the State of Colorado for state, district, or county court jury duty. For jury duty in excess of three days, employees are paid by the SWCCOG the difference between jury duty pay and their regular pay up to a maximum of 10 days (80 hours). Jury duty leave beyond this time is without pay by the SWCCOG.

Parental Leave

The length of time a pregnant employee continues to work is determined strictly by the employee and her doctor, as long as the employee is able to perform the normal required functions of her job. The employee must apply in writing for parental (maternity and paternity) leave to the employee's supervisor and to the department head for final approval. **The employee will receive salary during parental leave for three weeks' time.** Leave granted beyond that will be to the extent of the employee's accumulated sick leave and vacation leave benefits. If it becomes necessary for an employee to have parental leave in excess of six weeks after the conclusion of the pregnancy, the employee must discuss such extension with the department head. Leave taken under this policy will be considered to that of the Family and Medical Leave and may be extended to the 12 weeks following the Family Medical Leave Act. **Whenever husband and wife work for the SWCCOG, and leave is taken for birth, placement for adoption, and/or foster care, the employees supervisors and**

department heads will work with the employees to determine the most appropriate plan of action to allow both parents parental leave.

Military Leave

Any full-time employee who presents official orders requiring attendance of reservists or members of the National Guard for a period of training or other duty shall be entitled to payment from the SWCCOG only to equalize the difference between pay received from the United States Government for the period and the amount the employee ordinarily receives from the SWCCOG. Military leave shall be in addition to and not concurrent with authorized vacation.

Military Active Duty Leave of Absence

A military leave of absence without pay will be granted if an employee is absent in order to serve in the uniformed services of the United States for a period of up to five years (not including certain involuntary extensions of service) according to state and federal law. An employee is eligible for military leave beginning the first day of employment. Employees who perform and return from service in the Armed Forces, the Military Reserves, the National Guard, or certain Public Health Service positions will retain certain rights with respect to reinstatement, seniority, layoffs, compensation, length of service promotions, and length of service pay increases, as required by applicable federal or state law.

Leave Without Pay

The SWCCOG Director may grant a full-time employee a leave without pay for a period not to exceed one year; this leave to be granted in maximum 90-day increments. Approved leave without pay shall constitute a break in service and there will be no pay even though there may be holidays listed in the period of leave. When an employee returns to employment after an extended leave without pay, seniority will be calculated by subtracting the number of days of leave without pay from the original employment date to obtain a new review date for merit reviews and accumulation of leave provisions. Employee must serve 12 working months of employment before his/her next merit review. All employees eligible for benefits will be moved to COBRA during a leave without pay.

Family Medical Leave and Military Family Leave

As the Family and Medical Leave Act (FMLA) states that employers must have over 50 employees to be eligible, SWCCOG employees are not eligible for FMLA Leave, until there are 50 employees. However, the SWCCOG recognizes the need for FMLA type leave and will follow the FMLA policy as closely as possible including the Military Family Leave provisions. The SWCCOG will not discriminate based on gender or sexual orientation of the employee or employee's spouse. Employees must contact their department heads and direct supervisor to discuss the details of said leave. FMLA Leave will be reviewed as necessary and will fit within the Federal Law.

ITEM NO. (ID # 2345)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: Letter of Support - Phoenix Recycling RREO Grant

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ATTACHMENTS:

- Phoenix Letter of Support Memo 6 Feb 2015 (DOC)
- Phoenix Recycling RREO Letter of Support 6 Feb 2015 (DOCX)

Phoenix Recycling Letter of Support

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 6 February 2015

Comments: Durango based Phoenix Recycling will be applying for a RREO grant to expand their existing facilities on a much larger piece of property southeast of Durango. The expanded facility will be able to sort singlestream and multistream recyclables with in the region, instead of sending the materials and jobs to areas such as Oklahoma or Salt Lake City. This should help existing programs reduce the hauling fees and the greenhouse gases involved with transporting materials long distances. In talking with Phoenix they are committed to helping the region gain access to recycling and not diminishing with existing recycling programs.



SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS

6 February 2015

RREO Grant Review Committee
C/O Eric Heyboer
Colorado Department of Public Health and Environment
4300 Cherry Creek Drive South
Denver, CO 80246-1530

RE: FY 2015-2016 RREO Phoenix Recycling Grant Proposal

Dear Grant Review Committee,

The Southwest Colorado Council of Governments (SWCCOG) supports the Phoenix Recycling request for funding through the Recycling Resources Economic Opportunity (RREO) grant program.

The request from Phoenix Recycling is directly linked to the SWCCOG's successful grant application for a regional approach to recycling. The data from the 2014-2015 SWCCOG RREO grant illustrates a lack of access to recycling, having a regional facility will help reduce the barriers to both commercial and residential recycling. Currently, the region lacks a viable local market for recyclable materials, as a result the existing recycling facilities are forced to send the commodities outside the region, costing quite a great deal in transportation fees in addition to an increased carbon footprint. Establishing a regional materials recovery facility will help reduce costs for the existing municipal and commercial recycling programs while creating opportunities for employment in the region. Phoenix Recycling's proposal provides an opportunity to address the region's long term recycling needs.

A regional approach to recycling and waste management will engage commercial haulers as well as local governments in a more robust and comprehensive approach to resource recovery. This grant request will provide the next logical step in creating recycling capacity and economics throughout the region. The SWCCOG backs Phoenix Recycling's grant application and encourages the Committee to fund the request.

Sincerely,

Richard E. White
Board Chair
Southwest Colorado Council of Governments
PO Box 963
Durango, CO 81302

Attachment: Phoenix Recycling RREO Letter of Support 6 Feb 2015 (2345 : Letter of Support - Phoenix Recycling RREO Grant)

ITEM NO. (ID # 2347)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: Dark Fiber Lease MOU

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ITEM NO. (ID # 2349)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: Director's Report

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ATTACHMENTS:

- Director's Report 6 Feb 2015 (DOC)

Director's Report

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 6 February 2015

Comments: This month was overall incredibly busy and somewhat overwhelming with meetings and catching up from people being out over the winter holidays.

Alt Fuels

I attended the Sparq Natural Gas meeting at the end of the month to learn a bit more about the Sonoco Station at Grandview (near the hospital, to the E of Durango). I asked questions about the entrance and exit of Class A vehicles on the site. Sparq has an animated video regarding this issue, I am waiting for the link, and as soon as it arrives I will send it out to the Board. We also discussed the issue of the ruralness of the region and how it is located in regards to other CNG stations.

WLC Grant

As many of you know we are working on the WLC Grant full bore until May or June when we will have a final report. This will be a report to give some guidance on how and what we can do as a region, and as communities within the region to be more resilient.

AmeriCorps VISTA

- 1) I am a semifinalist for an AmeriCorps VISTA Alum national award, which is a pretty big deal in national service circles. It would be a great honor to receive this award. I will keep the Board up to date on if I move on to the finals.
- 2) The SWCCOG will be receiving an AmeriCorps VISTA starting in July. This is a three year program (with three separate VISTAs) who will work on projects and programs for the COG as well as help write and manage a variety of grants.

ITEM NO. (ID # 2350)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: Recycling Report

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ATTACHMENTS:

- RREO Report 6 Feb 2015 (DOC)

Recycling Report

To: SWCCOG Board of Directors
From: Miriam Gillow-Wiles
Date: 6 February 2015

Comments: The presentation of data and initial meeting of a Regional Recycling Taskforce went well. We had a decent number in attendance, including representatives from: Archuleta County, Elite Recycling, Recla Metals, At Your Disposal Trash and Recycling (Pagosa), Montezuma County, Belt Salvage, Angel of Shavino Recycling (Salida), Durango Compost Company, City of Durango, Phoenix Recycling, and La Plata County.

LBA and Associates (the SWCCOG's contractor) presented for about an hour with Ben Walsh-Mellet (one of the FLC interns) and myself adding information and presenting about the way in which we did the sorts and who the SWCCOG is/what we do. There was good discussion and dialogue after the presentation, which will give the consultant and myself a good starting point to keep the above (and other) organizations engaged.

I will present a shorter, less detail focused presentation at the March Board Meeting.

ITEM NO. (ID # 2351)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: Transportation Report

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION:

ITEM NO. (ID # 2352)

DATE: 02/6/2015

AGENDA REQUEST

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MEETING GROUP: Southwest Colorado Council of Governments

STAFF RESOURCE: Miriam Gillow-Wiles, Director

REQUESTING DEPT: Southwest Colorado Council of
Governments

TYPE: SWCCOG Item

SUBJECT: Community Updates

BACKGROUND:

FISCAL IMPACT:

RECOMMENDED ACTION: