

Letter of 2015 SWCCOG Budget Transmittal



To Division of Local Government
1313 Sherman St. Room 521
Denver, CO 80203

January 28, 2015

Attached is a copy of the approved 2015 budget for the Southwest Colorado Council of Governments in La Plata County, submitted pursuant to Section 29-1-113, C.R.S. This revised budget was adopted on December 12, 2014. If there are any questions on the budget, please contact Sara Trujillo, SWCCOG accountant at (505) 290-0015 or Miriam Gillow-Wiles, Executive Director at (970) 779-4592 and P O Box 963, Durango, CO 81302.

A handwritten signature in black ink, appearing to be 'M. Wiles', is written over a horizontal line. The signature is cursive and somewhat stylized.

SWCCOG fiscal agent representative
hereby certify that the enclosed is a true and accurate copy of the 2015 budget.

Budget Message
(Pursuant to 29-1-103 (1) (e), C.R.S.)

Southwest Colorado Council of Governments

The attached 2015 budget for the Southwest Colorado Council of Governments includes these important features:

- The SWCCOG will have one DoLA grants in 2015 – An Energy Impact Assistant Fund project.
- The SWCCOG serves as the fiscal agent for the Southwest Region All-Hazards Advisory Council and their funds through the Colorado Division of Homeland Security & Emergency Management.
- Attached is the 2015 budget, which is submitted to DoLA.
- Attachments include minutes from December 2014 meeting showing budget was approved.

The budgetary basis of accounting timing measurement method used is: accrual

The services to be provided/delivered during the budget year include:

- Complete the data compilation and future strategic planning of RREO (recycling) grant.
- Oversight of Regional Transit Coordinating Council.
- Oversight of the Southwest Regional Transportation Planning Commission.
- Begin and coordinate the endeavors associated with the WLC grant that will produce a document about how our communities can be more resilient in the face of an uncertain future.
- Administration of All Hazards grants for 2013 & 2014.
- Collection of dark fiber leasing revenues.

Southwest Colorado Council of Governments
December Board Meeting
12 December 2014
La Plata County Fair Grounds

Board in Attendance:

Michael Whiting – Archuleta County
Dick White – City of Durango
Michelle Nelson – Town of Bayfield
John Egan – Town of Pagosa Springs
Shane Hale – City of Cortez (via phone)
Ron LeBlanc – City of Durango
Andrea Phillips – Town of Mancos
Bobby Lieb – La Plata County
Lee San Miguel – Town of Ignacio
Lana Hancock – Town of Dolores
Chris LaMay, Town of Bayfield
Chris Tookey – Town of Silverton
William Tookey – San Juan County
Julie Westendorff, La Plata County
Greg Schulte – Town of Pagosa Springs
Joe Kerby – La Plata County

Staff in Attendance:

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

Guest in Attendance:

Ken Charles - DoLA

I. Call to Order

The meeting was called to order at 1:57pm. No introductions were necessary as everyone knew each other.

II. Budget Hearing

Questions were raised about the All Hazards funds allocation. Miriam sent the board an Excel sheet Sara created that gave more in-depth explanation of allocation of funds.

It was suggested that a 2016 and 2017 budget may help with future budget planning.

The budget hearing was opened up for public comment. No comments were made. The budget hearing closed to public comment at 2:10pm.

III. Consent Agenda: Minutes & Financials

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

IV. Discussion Items:

Telecom Grant:

Miriam requested that communities let herself or Sara know how they would like their money owed handled, either through a donation to the COG or a refund prior to the end of the year.

V. **Decision Items:**

SWCCOG 2015 Executive Committee:

The nominating committee met and chose to nominate Julie Westendorff as the 2015 Treasurer. Dick White will move to Chair and Andrea Phillips to Vice Chair.

Motion to accept SWCCOG 2015 Executive Committee: William Tookey, Second: Michelle Nelson. Passed by a unanimous voice vote.

January 2015 Meeting:

After looking at calendars and schedules, it was determined that Friday January 9 will be the next SWCCOG board meeting.

Motion to the next meeting on January 9: Andrea Phillips, Second: Michelle Nelson. Passed by a unanimous voice vote.

SCAN Policies and Procedures:

The backup connect will remain at 10Mbps. If this connect is needed at a higher Mbps, a call will be placed to Fast Track to increase from 10Mbps to what is needed at the time.

Whichever community needs the increase will pay the increase in the usage bill.

There was discussion if this redundant connection is needed. The City of Cortez may seek out other backup connection. Other communities feel the price to pay for this backup is worth the security.

There was mention of upkeep maintenance that may be needed in 2015. This maintenance would cost \$27,000 and was not included in the budget. Miriam will get with tech team to find out if this maintenance is necessary and will seek out a second opinion. It was recommended the tech person come to next meeting to present findings and reasoning.

Motion to approve the SCAN as recommended by the tech team: Greg Schulte, Second: William Tookey. Passed by a unanimous voice vote.

Approval of 2015 Budget:

Motion to approve budget as presented in public hearing: Michelle Nelson, Second: William Tookey. Passed by unanimous voice vote.

VI. **Reports:**

Director's Report:

TPR/Transit:

Miriam spent some time with the Ute Mountain Ute Indian Tribe who showed much interest in transit. Miriam and staff will work closely with this group to try and get transit to the area.

The Ute Mountain Ute Indian Tribe also expressed interest in having a vote at STAC conferences. This change will have to happen at the legislative level. Miriam will speak with the Southern Ute Indian Tribe to see if they too would like to further pursue the legislature for a vote.

AAA:

Next month the COG will have a contract with AAA for bookkeeping to present to the board for approval.

All Hazards:

The COG received a great review of AH grant management.

RREO:

By the end of January a RREO presentation will be prepared.

Out of Office:

Miriam will be out of the office December 18-25.

Other – Community Updates:

Chris LaMay – Town of Bayfield:

- A grant was approved to purchase property on the Pine River.

Ken Charles – DoLA:

- Have been doing planning projects throughout the state and are setting aside \$20 million for broadband.

Michael Whiting – Archuleta County:

- Doing geothermal research. The wells being drilled are temperature gradient wells to get a 3D map of the geology. When this map is in hand, production holes will be drilled.

Lee San Miguel – Town of Ignacio:

- Residents are excited; the foundation of the new grocery store will be poured. August is the projected grand opening. This store will be a Farmers Fresh Market.

Andrea Phillips – Town of Mancos:

- The first adult retail marijuana location was just approved. There is already a medical location, but not a retail.

Dick White – City of Durango:

- One more vote on budget next Tuesday night, but the budget is essentially done.
- The city is looking at assessing the housing in Durango. This is an expensive place to live and we have a very low rental rate. We need to understand the market and how the city can facilitate affordable housing across the board.

Joe Kerby - La Plata County:

- Wrapped up construction projects between Ignacio and Durango realigning some county roads and how they intersect with the highway.
- At the end of negotiations with GSA and leasing out the county court house to the federal government. Hoping to have a lease signed by the end of summer if the most recent proposal is accepted.

VII. Adjourned at 3:30pm

2015 Preliminary SWCCOG Budget

Jan - Dec 15

Income

SWCCOG Dues	\$	114,712.00
RAMP fees	\$	9,900.00
AAA	\$	10,500.00
SWIMT	\$	4,815.00
AH 2013 Grant	\$	61,870.00
AH 2014 Grant	\$	179,918.00
WLC Grant	\$	10,000.00
RREO Grant	\$	27,779.00
SWTPR Dues	\$	8,000.00
CDOT Funds	\$	21,100.00
LLC Grant	\$	19,000.00
DoLA Grant	\$	89,000.00
e-Tics City of Durango	\$	2,100.00
e-Tics La Plata County	\$	2,100.00
e-Tics City of Cortez	\$	4,200.00
Telecom Revenue	\$	12,000.00
Brainstorm	\$	960.00
CEDAR	\$	1,440.00
FastTrack	\$	870.00
Total Income	\$	580,264.00

Expenses

5009 - Bookkeeper (QB training)	\$	200.00
5200 - All Hazard Project	\$	186,054.00
5401 - Software Maintenance (E-Tics)	\$	8,400.00
5410 - Rent	\$	92.00
5505 - Bank Fees	\$	54.00
5510 - Travel Expense	\$	4,000.00
5512 - Meeting Expense	\$	2,000.00
5514 - Professional Fees	\$	100.00
5515 - Legal Fees	\$	6,000.00
5517 - Data Back Up Expense	\$	325.00
5520 - Advertising	\$	250.00
5521 - Telephone/Website/Internet	\$	3,500.00
5523 - Payroll Processing Fees	\$	1,550.00
5525 - Audit	\$	7,000.00
5526 - Internet Connectivity	\$	12,000.00
5530 - RAMP Fund	\$	9,900.00
5532 - Postage	\$	125.00
5535 - Printing/Reproduction	\$	500.00
5540 - Membership/Sub	\$	1,150.00
5545 - Equipment/Computers	\$	2,000.00

Attachment: Budget for board packet (2205 : Budget Hearing: 2015 Budget)

5550 - Supplies	\$	2,500.00
5555 - Liability Insurance	\$	3,677.00
5558 - Insurance - Health	\$	28,296.00
5566 - SWIMT Contract Reimburse Expense	\$	4,001.00
5570 - Car Allowance/Mileage	\$	3,600.00
5580 - Salary & Wages	\$	121,341.00
5585 - Payroll Tax Expense	\$	10,375.00
5586 - Retirement Expense	\$	3,250.00
5587 - Worker's Compensation	\$	1,594.00
5640 - Consulting	\$	55,820.00
5643 - Transit Travel Expense (STAC)	\$	12,000.00
5644 - AmeriCorps Member	\$	15,030.00
5645 - Transit Study Expense	\$	10,000.00
5646 - IT Expense	\$	63,000.00
Total Expenses	\$	579,684.00
Net Income	\$	580.00

Attachment: Budget for board packet (2205 : Budget Hearing: 2015 Budget)