Southwest Colorado Council of Governments

June Board Meeting

05 June 2015

Carnegie Building, 1188 East 2nd Avenue, Durango

Board in Attendance:

Dick White - City of Durango

William Tookey - San Juan County

Chris Tookey - Town of Silverton

Michelle Nelson - Town of Bayfield

Julie Westendorff - La Plata County

Shane Hale - City of Cortez

Andrea Phillips - Town of Mancos

Greg Schulte - Town of Pagosa Springs

John Egan - Town of Pagosa Springs

Dan Naiman - Town of Ignacio (by phone)

Ernie Williams - Dolores County (by phone)

Lana Hancock - Town of Dolores (by phone)

Staff in Attendance:

Miriam Gillow-Wiles - Executive Director

Jessica Laitsch - Assistant

Guests in Attendance:

Darlene Marcus - Southwest Colorado Field Representative, Congressman Scott Tipton

Chad Atkinson with HintonBudick CPAs & Advisors

1. **Call to Order/Introductions**

The meeting was called to order at 1:33 p.m.

1. **Consent Agenda**
	1. May 2015 Minutes:

Shane Hale requested a correction to the May 2015 minutes noting that Ron LeBlanc is identified as being with La Plata County.

* 1. April 2015 Financials:

Shane Hale asked about a negative amount shown in accounts receivable. Miriam Gillow-Wiles replied that this is related to the All-Hazards Grant and is pending reimbursement. He asked about the $1,958 salary identified in All-Hazards wages. Miriam Gillow-Wiles replied that she will have Sara Trujillo check on this.

 **William Tookey motioned to approve the consent agenda, Michelle Nelson seconded, unanimously approved.**

1. **Audit Presentation**

The representative from the audit firm was delayed, this item was deferred to later in the meeting.

1. **Discussion Items**

Informational Session on SB05-152 Ballot Measures:

Miriam Gillow-Wiles reported that when she had been in Denver in May, CCI and CML held a conference with the communities that had opted out of SB05-152 to discuss approaches to opting out. CCI and CML also offered assistance to communities that want to explore a ballot measure. There was general consensus that additional information would be valuable. Miriam Gillow-Wiles added that opting out could be beneficial for the local communities. She suggested an informational meeting at the end of June to allow time for submission of ballot measures. Julie Westendorff added that the County Clerk needs to be notified of ballot measures by July, with final language due by the end of August. Miriam Gillow-Wiles mentioned that these measures have been being passed by very high percentage rates. Julie Westendorff asked if this was the result of significant public education efforts. Miriam Gillow-Wiles replied the results indicate that citizens want increased access to broadband and understand this would help increase access. Greg Schulte asked if anyone is poised to move forward with this on the ballot. Andrea Phillips requested additional information prior to deciding whether to move forward with a ballot question. William Tookey stated that the Town of Silverton and San Juan County have discussed this and are planning to move forward with ballot measures. Julie Westendorff stated that this will be a timing question for La Plata County due to other possible ballot issues. Dick White added that City of Durango staff is generally comfortable with this, however there will be a number of questions to be addressed. He reiterated that the City of Durango and La Plata County are currently exploring other ballot issues that need to be factored in. Miriam Gillow-Wiles stated that the SWCCOG can help with public education. She added that the City of Montrose and San Miguel County have both successfully passed this ballot measure and may be willing to attend an informational workshop. She mentioned that the issue has been shown to cross political boundaries, having passed in both conservative and liberal regions. Julie Westendorff asked why the legislature hasn’t passed this. Miriam Gillow-Wiles replied that there will be communities that this would not work in. There was discussion about setting up an informational worksession, the consensus was to schedule this on June 26 at 10:00 a.m. with representatives from CCI, CML and each entity to be invited.

1. **Decision Items**
	1. Update on grant matches:

Miriam Gillow-Wiles reported that she submitted the DOLA Broadband Planning Grant application. Shane Hale asked if this could be put in the 2016 budget. Miriam Gillow-Wiles replied that it could be included.

Miriam Gillow-Wiles reported that the SCAN overages and SCAN equipment support are presented following the same formula for 2016. She clarified that the SCAN equipment support is for hub routers and recommended that it be included in the 2016 budget. There was general discussion on long term software and equipment needs and the consensus was to have each entity pay a small amount annually. Dan Naiman mentioned that pre-purchasing equipment would be unwise due to the rapid pace of technology changes. Miriam Gillow-Wiles clarified that this would be a reserve fund to have available as needed. There was general discussion regarding assurances that these funds would be restricted for SCAN purposes. Julie Westendorff asked how it would be memorialized that the Board wishes this to be a restricted fund. Miriam Gillow-Wiles asked how they would like to commemorate this. It was agreed that a resolution would be presented to the Board at the August meeting.

Dick White asked for clarification how the local matches for the Broadband Planning Grant were determined. Miriam Gillow-Wiles replied that the formula used is population plus base. She added that since the project is slightly overfunded she could request slightly less from the La Plata County Economic Development Alliance or apply the excess to the amount owed by La Plata County and the City of Durango. Julie Westendorff suggested that they request the full amount from the La Plata County Economic Development Alliance and apply the excess to the amount owed by La Plata County and the City of Durango.

**Julie Westendorff motioned to approve the allocation of financial responsibility as outlined in the DOLA Broadband Planning Grant Broadband Grant match document in the agenda, with the overage from the La Plata County Economic Development Alliance being apportioned between La Plata County and the City of Durango based on population, Michelle Nelson seconded, unanimously approved.**

There was discussion to include narratives on the SCAN Overages Financials and SCAN Equipment Support pages for information during the budget discussions.

* 1. CIRSA Insurance Renewal:

Miriam Gillow-Wiles requested approval to renew the workers compensation and liability insurance. She stated that the amount should not change.

**Shane Hale motioned to approve the CIRSA Insurance Renewal, William Tookey seconded, unanimously approved.**

* 1. July 2015 Meeting Date:

Dick White noted that the first Friday in July is the 3rd, which is the start of the holiday weekend. He asked whether the Board would prefer to move the date or skip the meeting in July. There was general discussion related to the pros and cons of rescheduling versus skipping the meeting.

**Julie Westendorff motioned to not have a meeting in July, Michelle Nelson seconded, unanimously approved.**

1. **Reports**
	1. Director’s Report, Miriam Gillow-Wiles:
* Phoenix Recycling sent a thank you letter for the letter of support and said that they received the grant for their materials recovery facility.
* The SWCCOG is working with Region 9, the Community Foundation and United Way to update the Southwest Colorado Index. The SWCCOG is not providing cash, but is providing in-kind support. Greg Schulte mentioned that they are also seeking sponsorships for this project. Miriam Gillow-Wiles stated that she is not seeking funding for this from the SWCCOG, but individual organizations may be contacted. She and Dick White described the value in updating this document. Julie Westendorff asked how much money they would be requesting. Miriam Gillow-Wiles replied they are seeking a total of approximately $25,000. Michelle Nelson asked when the study would be completed. Miriam Gillow-Wiles replied that they plan to have the study done by the end of the year. Andrea Phillips added that the State provides community profiles that include useful demographic information.
	1. Transportation Report, Miriam Gillow-Wiles:
* At the June 11 Southwest Transportation Coordinating Council meeting the SWCCOG Transit Intern will be presenting a summary of the transit plans and the findings and recommendations/best practices. She will send the final report to the Board.
	1. Community Updates:

Julie Westendorff inquired how many people are expected to attend the worksession on SB152 to be held on June 26. The generally agreed upon estimate was 2-3 people from each organization.

Andrea Phillips mentioned a company called SAFEbuilt that provides building department and planning/zoning services that may be useful for smaller communities. She has a survey for anyone interested pertaining to needs that the local communities have and whether contracting these services would be worthwhile.

Greg Schulte:

* The Town of Pagosa Springs held the ribbon cutting for the 6th Street pedestrian bridge.
* The Town recently held the second meeting for the ordinance to permit retail marijuana.
* The Town is nearly complete with a sidewalk project along US 160.
* The Town recently began a one block resurfacing project that begins at 8th Street.
* The Town will be working jointly with Archuleta County to pave Trujillo Road from town limits south towards the transfer station.
* The Town is preparing for the 125th anniversary of incorporation.

Andrea Phillips:

* The Town of Mancos recently implemented credit card processing and decided not to pass the processing fee on to the customer.
* The Town is working with CDOT on a corridor plan to make the corridor more attractive and allow for future opportunities for access points.
* The Town is working on a water system improvement project which includes upgrades to water lines, a new water storage tank and meter replacements.
* The Town currently has a moratorium on marijuana while they look into various issues, they may end up scaling back the types of licenses available and increase fees for licenses.
* The Town is looking into what types of animals are appropriate within town limits.
* The Town is dealing with some nuisance issues related to Western Excelsior due to changing business practices and proximity to residential areas.

Shane Hale:

* The City of Cortez recently dedicated the George Raymond Geer Natural Area in memory of the only Montezuma County native to die in Iraq.
* The City built three miles of single track trail, increasing the total to nine miles of single track trail in city limits.
* The City is working on an automatic meter reading project.
* The City is working on replacing sewer, water, roads, sidewalks and gutters in Paradise Village.
* The Hampton Inn is expected to open soon.
* There are improvements being made at the Conquistador Golf Course.

Dick White:

* Reported that he was reelected to Durango City Council.
* The City passed an extension of the half cent sales tax, this includes funding for parks and recreation, an expansion for the trails system and an allowance for multimodal transportation projects.
* The City passed ordinances related to standing in medians and aggressive panhandling.
* The City is looking into upgrading or relocating the waste treatment plant, a consultant will be looking into this as the nearby alternatives will be challenging.
* The City and La Plata County will be meeting with the airport consultant to get a better cost estimate and looking at bringing the issue to the voters.
* The City hosted a memorial for all Peace Officers killed in Durango history.

Julie Westendorff:

* La Plata County is exploring increasing property taxes, primarily for roads and bridges needs resulting from reduced oil and gas production and cost. The County and the Airport recently surveyed the community with respect to a possible tax increase and the response for a Road and Bridge mill levy increase was very positive. The survey for the Airport did not demonstrate as positive a response for a property tax increase, so staff is looking at other possible funding options. The County anticipates bringing a property tax measure for roads and bridges to the voters this year.

Michelle Nelson:

* The Town of Bayfield is working on new bridges to be completed by fall.
* The Town will be seeking a sales tax increase for roads, transportation and the stormwater master plan.
* The La Plata-Archuleta Water District will be expanding the water treatment plant in town.
* The community garage sale will be held this weekend.

Andrea Phillips asked what the sales tax increase would be. Michelle Nelson replied at this point the increase would be 1%, to increase the total to 7.9%.

William Tookey:

* San Juan County will be undertaking renovations on the building that houses the health department and other non-profits.
* The County is in the process of opening the back-country roads.

Chris Tookey:

* The Town of Silverton has hired a Clerk/Treasurer and a part-time assistant and event-coordinator. They are narrowing down the pool for a Town Administrator and will be hosting a meet-and-greet.
* The Town opened Molas Lake.
* Al Harper bought the Grand Imperial Hotel and will be making major renovations.
* The Town is currently under a moratorium for marijuana due to concerns about the density of facilities.
* The Town had a failed recall election and a special election to place a seventh Town Council Member.

John Egan:

* Archuleta County is trying to determine what to do about the courthouse.
* Mountain Express Transit will be reintroducing fixed route service due to sufficient demand to support this type of system, although there have been some concerns expressed about the adjustment.

Lana Hancock:

* There will be a new business opening in the Town of Dolores.
* There was a ribbon-cutting for Doc’s Outdoor Sports and Recreation, they are working to be awarded the McPhee marina contract which would allow the marina to be reopened.
* The Dolores River Festival will be held Saturday.

Dan Naiman:

* A new grocery store will be opening in the Town of Ignacio in July. Additionally, Family Dollar is working on a subdivision submittal.
* The Town issued an RFP for gas line replacement, since all the bids came in over budget they are reevaluating how to move forward.
* The Town received a grant to do a utility GIS with the Southern Ute Indian Tribe.
* The CDOT intersection project is scheduled to begin in the fall.
* A project to repurpose the elementary school is moving forward.
* The Town is conducting interviews for a Town Manager.
* The Town has a vacancy on the Town Board and three vacancies on the Planning Commission.
* The Town is in discussions regarding the bike rally.

Julie Westendorff asked whether Senator Gardner will open an office in this part of the state. Darlene Marcus replied that Tipton’s Office has encouraged them to do so, but she does not know whether they will. Darlene Marcus reported that Congressman Tipton has been working with Senator Gardner on the sage grouse issue. They are also working on budgets for next year. Congressman Tipton was appointed to the Financial Services Committee. Julie Westendorff asked about the status of hemp cultivation. Darlene Marcus replied the Congress has started taking it up in committees, and Congressman Tipton is very open to changing the law as it is outdated. Congressman Tipton is also working on Good Samaritan Legislation, specifically looking into a limited pilot project in the San Juan Mountains to help it move forward.

**III. Audit Presentation**

Chad Atkinson with HintonBudick CPAs & Advisors introduced himself. He stated that they issued an unmodified opinion. He added that the main deficiency is in the segregation of duties.

Julie Westendorff asked what distinct roles should be separated. Chad Atkinson replied the distinct roles should be authorization, record keeping, and custody of assets. Shane Hale asked what the recommendation is for moving forward. Chad Atkinson replied that the Board could determine that this is not a major concern at this time or could work on solutions. Shane Hale suggested that this be addressed if it will be a consistent issue every year. Miriam Gillow-Wiles stated that she will address this with the Executive Committee.

Chad Atkinson detailed the control deficiencies identified. He went over the fund balance and cash trends since 2010. He stated that the trends were normal and reasonable.

Dick White asked about the line for unearned revenue on the Statement of Net Position. Chad Atkinson replied that these were revenues received for a grant in advance, so in order to recognize the revenues the expenditures must be incurred, so they are shown as a deferred item.

**Andrea Phillips motioned to accept the audit as prepared by HintonBudick CPAs & Advisors for fiscal year 2014, William Tookey seconded, unanimously approved.**

1. **Adjournment**

The meeting was adjourned at 3:31 p.m.