

**Southwest Colorado Council of Governments  
August Board Meeting  
Thursday, 8 August, 1:30 p.m.  
295 Girard Street, Durango, CO 81303**

In Attendance:

Karen Sheek – City of Cortez  
David Black – Town of Bayfield  
Gwen Lachelt – La Plata County  
Willy Tookey – San Juan County  
Mark Garcia – Town of Ignacio  
Ronnie Maez – Archuleta County (by phone)

Staff in Attendance:

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

Guests in Attendance:

John Dougherty – City of Cortez  
Nick Warnick - Haynie and Company (by phone)  
Ann McCoy-Herald – Senator Gardner’s Office  
Carrie Padgett – Harris Water Engineering

**Introductions**

The meeting was called to order at 1:34 p.m.

**Public Comment**

None.

**2018 Audit Presentation**

Nick Warnick explained that Haynie and Company had completed an audit and it was an unmodified opinion, which is highest level of assurance possible. With respect to internal controls, they did not identify any significant issues. The net position did decrease. They confirmed that actual expenses were within the budgeted amounts. Mark asked how long it is possible to revise a budget. Nick replied that there is no identified timeframe. John asked if the amount due from other governments is collectable. Miriam replied that she and Sara will look into this and email the board.

**Decision Items**

2018 Budget Amendment and 2018 Audit Acceptance:

Miriam summarized that the amendment is done after the audit to ensure multiple amendments are not required. She added that the numbers were pretty close. Mark asked for confirmation that they would be changing the budget number to match the audited numbers. Miriam confirmed that this is true. Miriam added that one goal for 2020 is to increase the reserve balance. Mark asked what changed. Miriam replied that she would send out the 2018 budget. There was discussion about whether it is necessary to do a budget amendment to reduce the numbers to the audit amount, a more common scenario is if there was an unexpected revenue that resulted in increased expenses. Miriam replied that the board may wish to table the amendment and just do the audit acceptance.

**Mark Garcia motioned to table the supplemental budget, Ronnie Maez seconded, unanimously approved.**

**Ronnie Maez motioned to accept audit, David Black seconded, unanimously approved.**

### **Consent Agenda**

June 2019 SWCCOG Meeting Minutes and July 2019 Financials

**Willy Tookey motioned to approve the consent agenda, Gwen Lachelt seconded, unanimously approved.**

Accountant Contract Amendment:

Miriam explained that Sara will reduce her contracted hours to an on call basis.

**Mark Garcia motioned to approve contract, Willy Tookey seconded, unanimously approved.**

c. Cyber Security and Data Breach Policy

Miriam explained that the liability insurance company would like the COG to have a cyber security policy, this will reduce the cost for liability insurance. Karen asked if the COG has experienced a breach that cost money. Miriam replied there was one issue that cost time. Karen asked if staff has been trained. Miriam replied that CIRSA has training available.

**Gwen Lachelt motioned to approve the Cyber Security and Data Breach Policy, David Black seconded, unanimously approved.**

d. Census 2020 Outreach Grant Program

Miriam explained that she would like the COG to apply for funding to support census efforts. Karen asked what would be included, Miriam replied that the thought is to print materials specific to our local populations. Karen mentioned that there is a group in Cortez looking to apply for funding asked if that would be a conflict of interest and questioned the need for translation into less common languages. Karen asked if there is an issue with the COG applying and possibly competing with other entities applying. Miriam replied that DOLA was supportive of a regional effort, the thought is that if we apply as a region then we could ensure that individual entities have the items and support they need. Karen asked if Region 9 is planning to apply. Miriam replied that do not plan to. Karen asked what the funds could be used for. Martina replied that there is not a floor or ceiling on funding.

**Willy Tookey motioned to apply for grant of \$200K, allowing modification to the amount by the executive committee, David Black seconded, unanimous**

e. Letter of Support – Brainstorm Internet Fiber to the Home Deer Valley

Karen abstained. Miriam explained that that COG had previously written letter for this neighborhood for different provider.

**Willy Tookey motioned to provide a letter of support as requested, Mark Garcia seconded.**

Ronnie asked if the request for a letter went to other counties, Miriam replied that it probably just went to La Plata County, but since the location is near Archuleta County she would forward the draft letter for their consideration.

**Unanimously approved.**

f. Letter of Support Ratification - Archuleta Fixed Route Plan

Miriam explained that Archuleta County already applied and ratification is needed to due to the date of the grant.

**Mark Garcia motioned to approve the letter, Gwen Lachelt seconded, unanimously approved.**

g. SJRC&D Information on Regional Non-Profit

Carrie Padgett, Harris Water Engineering, described the history of San Juan RC&D and the purpose behind the request to work with the COG. Gwen asked for associated costs. Miriam replied that they could bring a cost analysis to the September meeting. Miriam added that most of the services are not beyond what COG does already, however she would like to explore the possibility of fee for service. Karen asked if the board would remain in place. Carrie replied that a couple board members would be willing to remain on the board moving forward. Carrie described the locations served. Ann and Willy described the value of the organization.

**Willy Tookey motioned to direct staff to move forward with collaborating, David Black seconded, unanimously approved.**

### **Reports**

Director's Report:

Miriam reported that she has added a grant summary report for meetings. The board retreat will be held on August 26. She has had discussions with Mancos about rejoining the COG. A DOLA housing representative will attend the September board meeting. There was discussion about having the board meet before the regular meetings for lunch. There was a suggestion modify the meeting invitations to begin earlier to allow for lunch.

Broadband Report:

Miriam reported that the idea of a broadband route through New Mexico gained a positive reception. The franchise fee was ruled against local governments, it will likely go to the courts. The Supreme Court ruled that public access does not need to adhere to the First Amendment, Miriam will send out the ruling. She will let the board know what happens with the cable franchise fees.

Transportation Report:

Jessica reported that CDOT has been meeting with the TPRs regarding the 2045 plan, and they will be prioritizing projects at the October meeting. There will be information going out in preparation for this process.

VISTA Report:

Martina reported that this is her last meeting. She mentioned that she may continue to help on specific projects on a contract basis. Miriam added that some communities have expressed a need for grant support.

The meeting ended at 2:52.