



Monthly Meeting, Friday November 2, 2012
Anasazi Room, La Plata County Courthouse, 1:30 pm to 3:30 pm
(To participate via teleconference, please call 661-673-8600 and then enter participant code 850589#)

AGENDA- 1st draft

1:30 pm Meeting Called to Order & Introductions: Tom Yennerell Chair

Additions/Changes to the Agenda

2. Consent Agenda

- A. Approval of Board Meeting Minutes for Friday, October. 5, 2012
- B. Financial Report for September

Presentation- Southwest Connect (SWConnect)

3. Decision

- A. **COG Telecommunication Policies**
 - i. Operations of SCAN Network
 - ii. Reallocation of Grant Funds
- B. Letter in Support - Eagle Net

4. SWCCOG Priority Project Reports

A. Telecommunications

- i. General Manager Services Report
- ii. Responsible Administrator Report
- iii. Telecommunications Committee Minutes for October. 20, 2012
- iv. Telecommunications Committee Chair Report
- v. SCAN Completion Process
 - a. Job Descriptions
 - b. Community Project Binders

- B. All Hazards Committee Grant update
- C. Transportation: Transit Council minutes & update
- D. Housing
- E. Senior Services
- F. Other

5. Discussion

- A. *Budget*
 - i. *2013 SCAN Implementation and Operation Budgets*
 - ii. *2013 Draft Budget*
- B. SWCCOG Business
 - i. Review of SWCCOG Committee List
 - ii. CARO Membership
 - iii. Nominations Committee Update

Announcements- Next regular meeting will be Dec. 7, 2012, 1:30–3:30 pm at the La Plata Courthouse.

3:30 pm Adjourn



Monthly Meeting, Friday October 5, 2012
 Anasazi Room, La Plata County Courthouse, 1:30 pm to 3:30 pm

Minutes

<p>Members Present: (Representatives & Alternates)</p> <p>Bryce Capron, Town of Dove Creek Miriam Gillow-Wiles, Town of Ignacio Shane Hale, City of Cortez Chris La May, Town of Bayfield Bobby Lieb, La Plata County Clifford Lucero, Archuleta County Ryan Mahoney, Town of Dolores David Mitchem, Town of Pagosa Springs Michelle Nelson, Town of Bayfield Rachel Simbeck, Town of Mancos Greg Schulte, Archuleta County Joanne Spina, La Plata County Willy Tookey, San Juan County Jason Wells, Town of Silverton Dick White, City of Durango Ernie Williams, Dolores County Tom Yennerell, Town of Mancos</p>	<p>Guests: Ken Charles, DoLA</p> <p>Staff/Consultants: Susan Hakanson Ed Morlan Dr. Rick Smith Laura Lewis Marchino Shirley Jones John Ehmann</p>
--	--

1:30 pm Meeting Called to Order & Introductions: Tom Yennerell Chair
 The meeting was called to order at approximately 1:30 p.m. by Tom Yennerell, Chair. A quorum was present. Introductions were made by those present.

Additions/Changes to the Agenda

No changes were made to the agenda

2. Consent Agenda

- A. Approval of Board Meeting Minutes for Friday, Sept. 7, 2012
- B. Financial Report for August

Motion: Michael Lee moved to approve consent agenda.

Second: David Mitchem

Approved Yes No

Presentation- Compressed Natural Gas (CNG) as a Potential for Regional Fleets

Gregg Dubit, Director of 4CORE was introduced to the Board. Gregg shared information regarding the economics and challenges regarding converting to CNG.

Gregg asked the SWCCOG Board to consider these questions:

1. Will the COG members participate in and support the CNG survey?
2. Would the SWCCOG membership support a Regional Working Group? Would members be willing to send a fleet manager or related staff member to a quarterly meeting or the CNG working group?

Potential first goals of a regional working group:

- a. Coordinate the vehicle and fleet conversion, and ability to fuel them.
 - b. Identify best practices, successes and failures from other regions.
 - c. Consider future budget consideration.
 - d. Collaborate to bring experts into our region regarding vehicle conversion, fueling stations, equipments, maintenance, warranty, EPA regulations. If we met quarterly, we could bring a different expert in each quarter. It does cost money to bring people in, would the SWCCOG consider helping to fund the effort to bring experts in to talk to the regional working group.
3. Would the SWCCOG be willing to host a regional dialogue about CNG or playing a key role in the dialogue or would the SWCCOG like 4CORE or host this dialogue?

Commissioner Lieb asked that staff formulate the questions from Gregg's presentations and bring them back to the Board on the next month's agenda for consideration.

3. Telecommunications Report

A. General Manager Services Report –

Dr. Rick added to his written report that he has taken contractor DBTech to communities to facilitate the creation of bids. Every community's bid should be in by Monday, September.

Dr. Rick discussed the support letter requested by EagleNet. Dr. Rick has suggested that we should wait until our SWCCOG member communities as assured that they will be given assurances that EagleNet intends to fulfill the original intent of the grant in the region before a letter of support is forwarded by the SWCCOG. Ryan expressed concern about the information that EagleNet might be putting work in this area on hold based upon letters from part of the regional congressional delegation. It was asked if our local representatives understand that without a middle-mile provider, we are not connected. Concern was expressed that regional managers were not communicated with regarding needs before any action was taken by this congressional delegation. Dr. Rick agreed that if EagleNet or a like provider is not servicing the area, our SCAN fiber loops will not be able to connect out. Dr. Rick stated that he has forwarded the information to Congressman Tipton's office that we are on an "island" without these connections. Jason stated that Silverton, San Juan County and the School Dist. sent a letter with some very conditional support for the EagleNet project in response to the letter from the Republican congressional delegation. This letter stated that they believe that the concerns expressed by the Congressman were exaggerated, stating that to the extent that we have received assurances that EagleNet is coming to Silverton and San Juan County and other underserved rural areas, we support the project on the condition that they deliver as promised. That letter did spark a meeting with Congressman's staff. It might be prudent to send a similar letter, stating conditional support for the project. The Telecom Committee did not request a letter of support for the EagleNet Project at this time.

B. Community Updates

C. Responsible Administrator Report – A report was not given.

Ed Morlan and Tom Yennerell reported to the board that Ed, Tom, Dr. Rick and Susan would be meeting in the following week, Monday, to discuss the work that Mid-State would be doing moving forward. They will also be discussing the development of job descriptions and the formalization of project management plans.

D. Telecommunications Committee Minutes for Sept. 20, 2012

E. Telecommunications Committee Chair Report

4. Management Report

A. Acknowledgement of John Ehmann's staff service –

John Ehmann was recognized by the board for stellar work product and he was thanked for his year of service.

B. COG sustainability and staffing plan –

Susan Hakanson reported that work is on-going surrounding the priorities of the board. She has met with the AAA Board and ARCH board to discuss possible future SWCCOG involvement in the areas of Senior Services. Susan will be meeting with Jenn Lopez of the Regional Housing Authority in October to discuss the 2010 Regional Housing Study that was produced with funds from an El Pomar grant to look at strengths and weaknesses of regional housing systems. Susan and Jenn are discussing joint grant opportunities and looking at how the SWCCOG might be of best service to the member communities.

C. All Hazards Committee grant update –

Susan Hakanson reported that the All Hazards Community Grant process has gone well on the fiscal management side, and that the 2009 grant is well underway. The 2012 grant has been signed and returned to the state, and staff is waiting on final approval so that the grant items can be ordered and the monies spent. Staff is waiting on direction on the 2010 and 11 grants.

D. Transit Council minutes & update

The Transit Council voted to move forward with projects directly related to their identified goals in communication. Utilizing funds from the 2012 Transit Grant, Susan Hakanson and Laura Lewis Marchino are working with SWConnect on a project that will map all regional transit options, update and automate a regional resource guide, and explore how our transit carriers might move towards a "One Call" system.

5. Discussion

A. 2013 SCAN Implementation and Operation Budgets

The 2013 working draft budget was in the packet. Dr. Rick and Susan Hakanson presented the details from the 2013 SCAN Budget.
(Budget notes to follow)

B. Matching Funds Formula

Shirley Jones explained how the matching formula was originally assigned. The total project numbers were used to calculate what percentage of the grant the entity was receiving, and based on this percentage a 25 % match was assigned.

Shirley showed a spreadsheet regarding how the proposed budget amendment; reallocation of \$20,000 from the SWCCC budget into administration to cover GM services could potentially affect the regional governments.

Motion: Bobby Lieb moved to forward a budget amendment to DoLA, moving \$20,000 from the SWCCC funds to SCAN Administration, and to combine the

match from LPC/Durango and Cortez into one sum, then divide that amount in half to reach what LPC and Cortez would pay in match for the administrative costs. The other entities would pay the match described in the formula as presented.

Second: Dick White

Approved Yes No

C. 2013 Draft Budget

Susan Hakanson and Laura Lewis Marchino presented the 2013 Draft Budget. (Budget notes to follow)

D. Review of SWCCOG Committee List

The board requested to bring this item back on the November agenda, and include a discussion of the Administrative Committee.

E. Nominations Committee Formation

Motion: Willy Tookey moved to activate the Nominations committee, consisting of Ron LeBlanc and Willy Tookey to bring nominations or a slate of nominations to the Board at the December meeting for approval.

Second: Dick White

Approved Yes No

6. Decision

A. COG Telecommunication Policies

- i. Operations of SCAN Network**
- ii. Reallocation of Grant Funds**

Discussion regarding the policies was forwarded to the November agenda, with approval to add them to the beginning of the meeting.

B. DoLA Energy Impact Grant 2013 – The DoLA Energy Impact grants are due on Oct 15. Susan Hakanson asked the board for approval to pursue grant funding in the amount of \$30,000 for two specific needs in project development. 1. Project Development to help create the SCAN, and 2. Project Development

Motion: Shane Hale moved to allow staff to move forward with a grant proposal to DoLA, requesting \$30

Second: Bobby Lieb

Approved Yes No

C. MOU with Durango Adult Education – AmeriCorp Staff – Susan Hakanson has been negotiating with Durango Adult Education to enter into an MOU to share an AmeriCorp staff member currently working on SWConnect projects under their umbrella.

Motion: Willy Tookey moved that the SWCCOG Board directs staff to move forward to develop an MOU with DAE to share an AmeriCorps staff person.

Second: Miriam Gillow-Wiles

Approved Yes No

Announcements- Next regular meeting will be Nov. 2, 2012, 1:30–3:30 pm at the La Plata Courthouse.

2.A

3:30 pm Adjourn

2.B

- Announcement/Proclamation**
 Special Presentation
 Report

- Consent**
 Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Laura Lewis Marchino	Presentation Time: 2 minutes	<input type="checkbox"/>
Subject: September 2012 Financials	Discussion Time: 5 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact		
Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A		

Background:

In your packet are financial reports produced through Quick books for the SWCCOG. The first one is the Combined Balance Sheet by Class through September 2012. This shows total current assets at \$94,400.40. The All Hazards account shows that checks totaling \$106,070 for the 2009 grants have been cut, but the SWCCOG is waiting for the cash advance to be able to send those checks. (Thus the high negative amount reflected in the Bank account.) The check should be received by the SWCCOG meeting.

The second report is the Profit/Loss through September 2012. DoLA will be invoiced for the remaining September expenses. The SCAN 900 account is included in the report. Income is from sales of dark fiber and E-TICS billing.

The third report is the Profit/Loss Annual budget versus actual numbers. There have been no changes made to the budget numbers.

The final sheet is the SWCCOG bank statement for September, showing \$20,586.25 in the account as of the end of September. The Financials have been sent to the SWCCOG Treasurer.

Fiscal Impact:

As referred to above.

Recommended Action:

The recommended action is to approve the September Financial Report.

Accompanying Documents:

Combined Balance Sheet by Class through September 2012
Profit/Loss by Class through September 2012
Profit/Loss by Class Annual Budget to actual
September 2012 bank statement

ADDITIONAL INSTRUCTIONS

2.B

None



Alamosa • Center • Del Norte • Cortez
Durango • Saguache • Pagosa Springs

720 Main St., PO Box 1139 • Alamosa, Colorado 81101
719-587-4200 or 866-641-FSWB (3792)

071 00065 01

ACCOUNT:

XXXXXX2610

DOCUMENTS:

18

PAGE: 1

09/28/2012

SW CO COUNCIL OF GOVERNMENTS
WILLIAM TOOKEY
THOMAS YENNERELL
295 A GIRARD ST
DURANGO CO 81303

30
3
15

=====
FSB Non-Profit Checking ACCOUNT XXXXXX2610
=====

AVG AVAILABLE BALANCE	34,587.90	LAST STATEMENT 08/31/12	45,540.30
AVERAGE BALANCE	34,587.90	3 CREDITS	22,790.01
		16 DEBITS	47,744.06
		THIS STATEMENT 09/28/12	20,586.25

----- DEPOSITS -----

REF #.....DATE.....AMOUNT	REF #.....DATE.....AMOUNT	REF #.....DATE.....AMOUNT
09/10 17,301.00	09/11 799.36	09/25 4,689.65

----- CHECKS -----

CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT	CHECK #..DATE.....AMOUNT
1184 09/17 66.60	1189 09/17 175.00	1194 09/17 960.00
1185 09/13 12.89	1190 09/17 550.28	1195 09/12 5,000.00
1186 09/21 5,250.00	1191 09/14 11,503.12	1196 09/13 50.00
1187 09/17 1,743.75	1192 09/14 17,902.96	1197 09/21 100.00
1188 09/13 4.19	1193 09/14 700.00	1198 09/17 3,596.38

----- OTHER DEBITS -----

DESCRIPTION	DATE	AMOUNT
HARLAND CLARKE CHK ORDERS 0JF110790673500	09/06	128.89

----- ITEMIZATION OF OVERDRAFT AND RETURNED ITEM FEES -----

```

*****
*                               | TOTAL FOR | TOTAL *
*                               | THIS PERIOD | YEAR TO DATE *
*-----|-----|-----*
* TOTAL OVERDRAFT FEES:      | $ .00 | $ .00 *
*-----|-----|-----*
* TOTAL RETURNED ITEM FEES:  | $ .00 | $ .00 *
*****

```

* * * C O N T I N U E D * * *



Alamosa • Center • Del Norte • Cortez
Durango • Saguache • Pagosa Springs

720 Main St., PO Box 1139 • Alamosa, Colorado 81101
719-587-4200 or 866-641-FSWB (3792)

071 00065 01

ACCOUNT:

DOCUMENTS:

XXXXXX2610

18

PAGE: 2

09/28/2012

SW CO COUNCIL OF GOVERNMENTS
WILLIAM TOOKEY
THOMAS YENNERELL

=====

FSB Non-Profit Checking ACCOUNT XXXXXX2610

=====

- - - - - DAILY BALANCE - - - - -

DATE.....	BALANCE	DATE.....	BALANCE	DATE.....	BALANCE
09/06	45,411.41	09/12	58,511.77	09/17	21,246.60
09/10	62,712.41	09/13	58,444.69	09/21	15,896.60
09/11	63,511.77	09/14	28,338.61	09/25	20,586.25

- END OF STATEMENT -

Southwest Colorado Council of Governments
Combined Balance Sheet by Class
September 2012

	100-General	200-All Hazards	830-Telecom	900-SCAN	TOTAL
ASSETS					
Current Assets					
Checking/Savings					
1001 · 1st Southwest Bank	-111,886.09	0.00	0.00	0.00	-111,886.09
Total Checking/Savings	-111,886.09	0.00	0.00	0.00	-111,886.09
Accounts Receivable					
1200 · Accounts Receivable	241.00	106,070.00	98,010.38	1,965.11	206,286.49
Total Accounts Receivable	241.00	106,070.00	98,010.38	1,965.11	206,286.49
Other Current Assets					
1090 · Due To/ Due From	141,180.38	-106,221.74	-39,604.78	4,646.14	0.00
1499 · Undeposited Funds	0.00	0.00	0.00	0.00	0.00
1550 · Prepaid expense	0.00	0.00	0.00	0.00	0.00
Total Other Current Assets	141,180.38	-106,221.74	-39,604.78	4,646.14	0.00
Total Current Assets	29,535.29	-151.74	58,405.60	6,611.25	94,400.40
TOTAL ASSETS	29,535.29	-151.74	58,405.60	6,611.25	94,400.40
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
20000 · Accounts Payable	0.00	0.00	0.00	0.00	0.00
Total Accounts Payable	0.00	0.00	0.00	0.00	0.00
Other Current Liabilities					
2200 · Deferred Revenue	0.00	0.00	0.00	0.00	0.00
2210 · Deferred Member Contributions	0.00	0.00	0.00	0.00	0.00
Total Other Current Liabilities	0.00	0.00	0.00	0.00	0.00
Total Current Liabilities	0.00	0.00	0.00	0.00	0.00
Total Liabilities	0.00	0.00	0.00	0.00	0.00
Equity					
32000 · Retained Earnings	15,491.74	0.00	3,945.79	0.00	19,437.53
Net Income	14,043.55	-151.74	54,459.81	6,611.25	74,962.87
Total Equity	29,535.29	-151.74	58,405.60	6,611.25	94,400.40
TOTAL LIABILITIES & EQUITY	29,535.29	-151.74	58,405.60	6,611.25	94,400.40

Southwest Colorado Council of Governments
Profit & Loss by Class
 January through September 2012

	100-General	200-All Hazards	830-Telecom	900-SCAN	TOTAL
Income					
4000 · Sales	0.00	0.00	0.00	6,255.00	6,255.00
4005 · Other Income	0.00	0.00	0.00	9,270.11	9,270.11
4010 · Grant-DOLA Admin	0.00	0.00	36,105.55	0.00	36,105.55
4020 · Grant DOLA-Construction	0.00	0.00	535,958.83	0.00	535,958.83
4040 · Grant-Transit	7,074.34	0.00	0.00	0.00	7,074.34
4041 · All Hazards Grant	0.00	106,070.00	0.00	0.00	106,070.00
4950 · Match-GOV Admin	13,999.00	0.00	85,695.55	0.00	99,694.55
4951 · Match-GOV Construction	0.00	0.00	38,559.78	0.00	38,559.78
4952 · Region 9-Matching Funds	20,000.00	0.00	9,676.39	0.00	29,676.39
4955 · In Kind Project Match	0.00	0.00	134,827.05	0.00	134,827.05
Total Income	41,073.34	106,070.00	840,823.15	15,525.11	1,003,491.60
Cost of Goods Sold					
5000 · Cost of Goods Sold	0.00	0.00	0.00	1,743.75	1,743.75
Total COGS	0.00	0.00	0.00	1,743.75	1,743.75
Gross Profit	41,073.34	106,070.00	840,823.15	13,781.36	1,001,747.85
Expense					
5200 · All Hazard Project	0.00	105,981.24	0.00	0.00	105,981.24
5510 · Travel & Ent	908.34	0.00	2,359.93	0.00	3,268.27
5512 · Meeting Exp	393.14	0.00	226.55	0.00	619.69
5515 · Legal Fees	3,419.60	0.00	8,355.08	0.00	11,774.68
5520 · Advertising	273.80	0.00	0.00	0.00	273.80
5525 · Audit	8,250.00	0.00	0.00	0.00	8,250.00
5527 · Internet & software	0.00	0.00	112.50	0.00	112.50
5532 · Postage	112.07	0.00	18.70	0.00	130.77
5535 · Printing/Reproduction	457.50	0.00	0.00	0.00	457.50
5540 · Membership/Sub	250.00	0.00	0.00	0.00	250.00
5550 · Supplies	193.23	0.00	0.00	0.00	193.23
5555 · Liability Insurance	3,897.00	0.00	0.00	0.00	3,897.00
5637 · SCAN GM	0.00	0.00	46,750.00	0.00	46,750.00
5638 · Region 9 EDD	0.00	240.50	39,840.79	0.00	40,081.29
5639 · Infor Services-Project Mgmt	0.00	0.00	2,200.00	0.00	2,200.00
5640 · Consulting	0.00	0.00	625.00	0.00	625.00
5641 · MSC-Regional Project Mgmt	0.00	0.00	44,553.77	0.00	44,553.77
5642 · MSC-Project Engineering & Mgmt	0.00	0.00	101,136.34	0.00	101,136.34
5643 · Transit	6,555.34	0.00	0.00	0.00	6,555.34
5644 · AmeriCorp Member	2,199.77	0.00	0.00	0.00	2,199.77
5645 · Project Construction	0.00	0.00	405,357.63	0.00	405,357.63
5650 · training/conf	120.00	0.00	0.00	0.00	120.00
5941 · E-tics expense	0.00	0.00	0.00	7,170.11	7,170.11
5955 · In Kind Project expense	0.00	0.00	134,827.05	0.00	134,827.05
Total Expense	27,029.79	106,221.74	786,363.34	7,170.11	926,784.98
Net Income	14,043.55	-151.74	54,459.81	6,611.25	74,962.87

Southwest Colorado Council of Governments
Profit & Loss Budget vs. Actual
 January through December 2012

Annual

	100-General			
	Jan - Dec 12	Budget	\$ Over Budget	% of Budget
Income				
4000 · Sales	0.00			
4001 · Fiber Access (ramp) fee	0.00			
4005 · Other Income	0.00			
4010 · Grant-DOLA Admin	0.00			
4020 · Grant DOLA-Construction	0.00			
4040 · Grant-Transit	7,074.34	15,000.00	-7,925.66	47.2%
4041 · All Hazards Grant	0.00			
4950 · Match-GOV Admin	13,999.00	14,000.00	-1.00	100.0%
4951 · Match-GOV Construction	0.00			
4952 · Region 9-Matching Funds	20,000.00	20,000.00	0.00	100.0%
4955 · In Kind Project Match	0.00			
Total Income	41,073.34	49,000.00	-7,926.66	83.8%
Cost of Goods Sold				
5000 · Cost of Goods Sold	0.00			
Total COGS	0.00			
Gross Profit	41,073.34	49,000.00	-7,926.66	83.8%
Expense				
5200 · All Hazard Project	0.00			
5510 · Travel & Ent	908.34	1,000.00	-91.66	90.8%
5512 · Meeting Exp	393.14	800.00	-406.86	49.1%
5515 · Legal Fees	3,419.60	3,000.00	419.60	114.0%
5520 · Advertising	273.80	1,000.00	-726.20	27.4%
5525 · Audit	8,250.00	9,000.00	-750.00	91.7%
5527 · Internet & software	0.00			
5532 · Postage	112.07	128.00	-15.93	87.6%
5535 · Printing/Reproduction	457.50			
5540 · Membership/Sub	250.00	250.00	0.00	100.0%
5550 · Supplies	193.23			
5555 · Liability Insurance	3,897.00	3,900.00	-3.00	99.9%
5637 · SCAN GM	0.00			
5638 · Region 9 EDD	0.00			
5639 · Infor Services-Project Mgmt	0.00			
5640 · Consulting	0.00	20,000.00	-20,000.00	0.0%
5641 · MSC-Regional Project Mgmt	0.00			
5642 · MSC-Project Engineering & Mgmt	0.00			
5643 · Transit	6,555.34	9,500.00	-2,944.66	69.0%
5644 · AmeriCorp Member	2,199.77	5,500.00	-3,300.23	40.0%
5645 · Project Construction	0.00			
5650 · training/conf	120.00			
5941 · E-tics expense	0.00			
5955 · In Kind Project expense	0.00			
Total Expense	27,029.79	54,078.00	-27,048.21	50.0%
Net Income	14,043.55	-5,078.00	19,121.55	-276.6%

1:42 PM

10/24/12

Accrual Basis

Southwest Colorado Council of Governments

Profit & Loss Budget vs. Actual

January through December 2012

200-All Hazards

	Jan - Dec 12	Budget	\$ Over Budget	% of Budget
Income				
4000 · Sales	0.00			
4001 · Fiber Access (ramp) fee	0.00			
4005 · Other Income	0.00			
4010 · Grant-DOLA Admin	0.00			
4020 · Grant DOLA-Construction	0.00			
4040 · Grant-Transit	0.00			
4041 · All Hazards Grant	106,070.00	586,000.00	-479,930.00	18.1%
4950 · Match-GOV Admin	0.00			
4951 · Match-GOV Construction	0.00			
4952 · Region 9-Matching Funds	0.00			
4955 · In Kind Project Match	0.00			
Total Income	106,070.00	586,000.00	-479,930.00	18.1%
Cost of Goods Sold				
5000 · Cost of Goods Sold	0.00			
Total COGS	0.00			
Gross Profit	106,070.00	586,000.00	-479,930.00	18.1%
Expense				
5200 · All Hazard Project	105,981.24	586,000.00	-480,018.76	18.1%
5510 · Travel & Ent	0.00			
5512 · Meeting Exp	0.00			
5515 · Legal Fees	0.00			
5520 · Advertising	0.00			
5525 · Audit	0.00			
5527 · Internet & software	0.00			
5532 · Postage	0.00			
5535 · Printing/Reproduction	0.00			
5540 · Membership/Sub	0.00			
5550 · Supplies	0.00			
5555 · Liability Insurance	0.00			
5637 · SCAN GM	0.00			
5638 · Region 9 EDD	240.50			
5639 · Infor Services-Project Mgmt	0.00			
5640 · Consulting	0.00			
5641 · MSC-Regional Project Mgmt	0.00			
5642 · MSC-Project Engineering & Mgmt	0.00			
5643 · Transit	0.00			
5644 · AmeriCorp Member	0.00			
5645 · Project Construction	0.00			
5650 · training/conf	0.00			
5941 · E-tics expense	0.00			
5955 · In Kind Project expense	0.00			
Total Expense	106,221.74	586,000.00	-479,778.26	18.1%
Net Income	-151.74	0.00	-151.74	100.0%

Southwest Colorado Council of Governments

Profit & Loss Budget vs. Actual

January through December 2012

10/24/12

Accrual Basis

830-Telecom

	Jan - Dec 12	Budget	\$ Over Budget	% of Budget
Income				
4000 · Sales	0.00	40,000.00	-40,000.00	0.0%
4001 · Fiber Access (ramp) fee	0.00			
4005 · Other Income	0.00	50,000.00	-50,000.00	0.0%
4010 · Grant-DOLA Admin	36,105.55	120,000.00	-83,894.45	30.1%
4020 · Grant DOLA-Construction	535,958.83	1,400,000.00	-864,041.17	38.3%
4040 · Grant-Transit	0.00			
4041 · All Hazards Grant	0.00			
4950 · Match-GOV Admin	85,695.55	55,000.00	30,695.55	155.8%
4951 · Match-GOV Construction	38,559.78			
4952 · Region 9-Matching Funds	9,676.39	16,000.00	-6,323.61	60.5%
4955 · In Kind Project Match	134,827.05	446,000.00	-311,172.95	30.2%
Total Income	840,823.15	2,127,000.00	-1,286,176.85	39.5%
Cost of Goods Sold				
5000 · Cost of Goods Sold	0.00	10,000.00	-10,000.00	0.0%
Total COGS	0.00	10,000.00	-10,000.00	0.0%
Gross Profit	840,823.15	2,117,000.00	-1,276,176.85	39.7%
Expense				
5200 · All Hazard Project	0.00			
5510 · Travel & Ent	2,359.93	1,500.00	859.93	157.3%
5512 · Meeting Exp	226.55	1,000.00	-773.45	22.7%
5515 · Legal Fees	8,355.08	4,200.00	4,155.08	198.9%
5520 · Advertising	0.00	400.00	-400.00	0.0%
5525 · Audit	0.00			
5527 · Internet & software	112.50	130.00	-17.50	86.5%
5532 · Postage	18.70	20.00	-1.30	93.5%
5535 · Printing/Reproduction	0.00	350.00	-350.00	0.0%
5540 · Membership/Sub	0.00			
5550 · Supplies	0.00			
5555 · Liability Insurance	0.00			
5637 · SCAN GM	46,750.00	55,000.00	-8,250.00	85.0%
5638 · Region 9 EDD	39,840.79	30,000.00	9,840.79	132.8%
5639 · Infor Services-Project Mgmt	2,200.00	2,000.00	200.00	110.0%
5640 · Consulting	625.00	600.00	25.00	104.2%
5641 · MSC-Regional Project Mgmt	44,553.77	40,000.00	4,553.77	111.4%
5642 · MSC-Project Engineering & Mgmt	101,136.34	353,000.00	-251,863.66	28.7%
5643 · Transit	0.00			
5644 · AmeriCorp Member	0.00			
5645 · Project Construction	405,357.63	1,145,570.00	-740,212.37	35.4%
5650 · training/conf	0.00			
5941 · E-tics expense	0.00			
5955 · In Kind Project expense	134,827.05	400,000.00	-265,172.95	33.7%
Total Expense	786,363.34	2,033,770.00	-1,247,406.66	38.7%
Net Income	54,459.81	83,230.00	-28,770.19	65.4%

1:42 PM

Southwest Colorado Council of Governments

Profit & Loss Budget vs. Actual

January through December 2012

10/24/12

Accrual Basis

	900-SCAN			
	Jan - Dec 12	Budget	\$ Over Budget	% of Budget
Income				
4000 · Sales	8,310.00	8,055.00	255.00	103.2%
4001 · Fiber Access (ramp) fee	0.00	3,000.00	-3,000.00	0.0%
4005 · Other Income	9,270.11	9,300.00	-29.89	99.7%
4010 · Grant-DOLA Admin	0.00			
4020 · Grant DOLA-Construction	0.00			
4040 · Grant-Transit	0.00			
4041 · All Hazards Grant	0.00			
4950 · Match-GOV Admin	0.00			
4951 · Match-GOV Construction	0.00			
4952 · Region 9-Matching Funds	0.00			
4955 · In Kind Project Match	0.00			
Total Income	17,580.11	20,355.00	-2,774.89	86.4%
Cost of Goods Sold				
5000 · Cost of Goods Sold	1,743.75	2,014.00	-270.25	86.6%
Total COGS	1,743.75	2,014.00	-270.25	86.6%
Gross Profit	15,836.36	18,341.00	-2,504.64	86.3%
Expense				
5200 · All Hazard Project	0.00			
5510 · Travel & Ent	0.00			
5512 · Meeting Exp	0.00			
5515 · Legal Fees	0.00			
5520 · Advertising	0.00			
5525 · Audit	0.00			
5527 · Internet & software	0.00			
5532 · Postage	0.00			
5535 · Printing/Reproduction	0.00			
5540 · Membership/Sub	0.00			
5550 · Supplies	0.00			
5555 · Liability Insurance	0.00			
5637 · SCAN GM	0.00			
5638 · Region 9 EDD	0.00			
5639 · Infor Services-Project Mgmt	0.00			
5640 · Consulting	0.00			
5641 · MSC-Regional Project Mgmt	0.00			
5642 · MSC-Project Engineering & Mgmt	0.00			
5643 · Transit	0.00			
5644 · AmeriCorp Member	0.00			
5645 · Project Construction	0.00			
5650 · training/conf	0.00			
5941 · E-tics expense	7,170.11	9,300.00	-2,129.89	77.1%
5955 · In Kind Project expense	0.00			
Total Expense	7,170.11	9,300.00	-2,129.89	77.1%
Net Income	8,666.25	9,041.00	-374.75	95.9%

1:42 PM

Southwest Colorado Council of Governments

Profit & Loss Budget vs. Actual

January through December 2012

10/24/12

Accrual Basis

	TOTAL			
	Jan - Dec 12	Budget	\$ Over Budget	% of Budget
Income				
4000 · Sales	8,310.00	48,055.00	-39,745.00	17.3%
4001 · Fiber Access (ramp) fee	0.00	3,000.00	-3,000.00	0.0%
4005 · Other Income	9,270.11	59,300.00	-50,029.89	15.6%
4010 · Grant-DOLA Admin	36,105.55	120,000.00	-83,894.45	30.1%
4020 · Grant DOLA-Construction	535,958.83	1,400,000.00	-864,041.17	38.3%
4040 · Grant-Transit	7,074.34	15,000.00	-7,925.66	47.2%
4041 · All Hazards Grant	106,070.00	586,000.00	-479,930.00	18.1%
4950 · Match-GOV Admin	99,694.55	69,000.00	30,694.55	144.5%
4951 · Match-GOV Construction	38,559.78	0.00	38,559.78	100.0%
4952 · Region 9-Matching Funds	29,676.39	36,000.00	-6,323.61	82.4%
4955 · In Kind Project Match	134,827.05	446,000.00	-311,172.95	30.2%
Total Income	1,005,546.60	2,782,355.00	-1,776,808.40	36.1%
Cost of Goods Sold				
5000 · Cost of Goods Sold	1,743.75	12,014.00	-10,270.25	14.5%
Total COGS	1,743.75	12,014.00	-10,270.25	14.5%
Gross Profit	1,003,802.85	2,770,341.00	-1,766,538.15	36.2%
Expense				
5200 · All Hazard Project	105,981.24	586,000.00	-480,018.76	18.1%
5510 · Travel & Ent	3,268.27	2,500.00	768.27	130.7%
5512 · Meeting Exp	619.69	1,800.00	-1,180.31	34.4%
5515 · Legal Fees	11,774.68	7,200.00	4,574.68	163.5%
5520 · Advertising	273.80	1,400.00	-1,126.20	19.6%
5525 · Audit	8,250.00	9,000.00	-750.00	91.7%
5527 · Internet & software	112.50	130.00	-17.50	86.5%
5532 · Postage	130.77	148.00	-17.23	88.4%
5535 · Printing/Reproduction	457.50	350.00	107.50	130.7%
5540 · Membership/Sub	250.00	250.00	0.00	100.0%
5550 · Supplies	193.23	0.00	193.23	100.0%
5555 · Liability Insurance	3,897.00	3,900.00	-3.00	99.9%
5637 · SCAN GM	46,750.00	55,000.00	-8,250.00	85.0%
5638 · Region 9 EDD	40,081.29	30,000.00	10,081.29	133.6%
5639 · Infor Services-Project Mgmt	2,200.00	2,000.00	200.00	110.0%
5640 · Consulting	625.00	20,600.00	-19,975.00	3.0%
5641 · MSC-Regional Project Mgmt	44,553.77	40,000.00	4,553.77	111.4%
5642 · MSC-Project Engineering & Mgmt	101,136.34	353,000.00	-251,863.66	28.7%
5643 · Transit	6,555.34	9,500.00	-2,944.66	69.0%
5644 · AmeriCorp Member	2,199.77	5,500.00	-3,300.23	40.0%
5645 · Project Construction	405,357.63	1,145,570.00	-740,212.37	35.4%
5650 · training/conf	120.00	0.00	120.00	100.0%
5941 · E-tics expense	7,170.11	9,300.00	-2,129.89	77.1%
5955 · In Kind Project expense	134,827.05	400,000.00	-265,172.95	33.7%
Total Expense	926,784.98	2,683,148.00	-1,756,363.02	34.5%
Net Income	77,017.87	87,193.00	-10,175.13	88.3%

3.A i

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson	Presentation Time: 2 minutes	<input type="checkbox"/>
Subject: 2013 SWCCOG SCAN Broadband Network Policy on First Reading	Discussion Time: 5 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A		

Background: The SCAN project under the original DoLA grant is moving towards an expected completion in 2013. With a fiber network in place, SWCCOG needs to set clear policy and direction for how the network will be utilized, administered, maintained and funded. Part of this discussion needs to include the expectations of the SWCCOG Board of who may utilize the network, how they will utilize it, what they may utilize it for, and expectations regarding funding and funding sources.

Enclosed in the packet is the skeleton of a SCAN Broadband Network Policy. A great deal of discussion has taken place between SWCCOG Board members during the past two years, with concepts and ideas suggested, but not compiled and voted into policy. The ideas included in this outline have been compiled from board minutes from the past SWCCOG meetings. It is the hope of staff that some of these "50,000" foot over-arching decisions can be finalized, and the details of policy can be filled in – along with procedures developed and the business plan completed based on this initial policy discussion.

Fiscal Impact:

Recommended Action: Policy reviewed and revised by the Board and passed on first reading with revisions.

Accompanying Documents: SCAN Broadband Network Policy

ADDITIONAL INSTRUCTIONS

None



Broadband Network Policy – DRAFT

Mission Statement

The Mission of the Southwest Colorado Access Network “SCAN” is to:

Implement a regional telecommunications network that provides infrastructure to enable public offices to connect to one another within a community, and aggregate demand to purchase telecommunications services more effectively. This will enable public offices throughout the region to network and aggregate their service delivery.

Vision Statement

Local public offices control their own telecommunications destiny with a private network supported by publicly owned infrastructure on an open access network model that provides very high speed transmission and large amounts of bandwidth at reasonable costs. The network provides the ability to aggregate demand among community public offices that further enhances the ability to acquire telecommunications services on the most cost effective and efficient basis possible. The availability of excess capacity within an open access network model enables the private sector to extend broadband access and services to businesses and residents into areas where previously not financially feasible.

Description of Regional Network Architecture

The Southwest Colorado Access Network (SCAN) will build a state of the art telecommunications network supported by publicly-owned or leased infrastructure to provide secure connections between participating community public offices including: government, education, law enforcement, search and rescue, medical facilities, and others.

The regional network will provide connectivity for Southwest Colorado Council of Governments (SWCCOG) members ranging from Pagosa Springs on the east, to Dove Creek on the west. The regional network will include two hub locations for the outlying communities and colleges to connect. The two regional hubs (Durango and Cortez) will be connected via a 10G backbone. Each community will build an intra-community network to aggregate services at a common point. Aggregation of demand region-wide is a major goal of the project. Where feasible, each community aggregation point will connect to one or both of the regional hub sites. Upstream connectivity will be from the regional hubs, or from community aggregation points for communities where connectivity to the regional hub is infeasible.

Inter- and intra-community SCAN network segments may be: new construction executed by the SWCOG members; new construction executed by private carriers in partnership with the SWCCOG members; leased services from private carriers; or other deployments. High capacity connectivity at reasonable

3.A i.2

operational costs is the hallmark of the project. When feasible, fiber connectivity is preferred, but copper and wireless services will be considered where fiber deployment proves to be unrealistic.

The regional network will provide services for local governments. Furthermore, excess capacity in a logically separate open access / open services network will be made available for private service providers to utilize. Providing an open access / open services model is a requirement of the original DoLA grant funding. Logical service provider connections throughout the network should be accommodated.

Beliefs:

- The Southwest Colorado region that makes up the district of the SWCCOG is rural in nature, with populations that are often isolated from necessary services and infrastructure such as adequate broadband. Not having access to broadband service or adequate broadband service and applications limit institutions, individuals and businesses from participating fully in the nation's economy, democracy, culture and society.
- Economic growth and educational development in southwest Colorado depend in large part on the range and quality of telecommunications services available to public and private institutions, businesses and residents.
- By aggregating demand in each participating community and throughout the region, SCAN will offer faster speeds, greater throughput, and the ability to deliver services in an efficient and cost-effective manner to SWCCOG members including, but not limited to: data transfer, application sharing, digital telephony, and other advanced digital services.
- Public funds allocated for broadband development may be used to compensate for the lack of private broadband investment in unserved and underserved communities, such as rural areas and low-income areas.
- Public funding should prioritize reaching communities that do not have access to broadband, rather than rebuilding existing networks.
- Oversight, transparency, accountability, and public access information are important components of all broadband development projects funded by tax payer's money.

SCAN Access and Users

First Tier:

The first priority of the SCAN project is the broadband connectivity of the SWCCOG membership, or “First Tier” organizations.

First Tier organizations have full access to benefits and full participation in revenue and cost sharing.

Town of Bayfield
City of Cortez
Town of Dolores
Town of Dove Creek
City of Durango
Town of Ignacio
Town of Mancos
Town of Pagosa Springs
Town of Rico
Town of Silverton

Archuleta County
Dolores County
La Plata County
San Juan County

Other partners may include:

Montezuma County (At such time that they choose to participate)

Ute Mt Ute Indian Tribe

Southern Ute Indian Tribe

Second Tier:

Secondary to the SWCCOG member organizations are the “second tier” governmental organizations, and may include other governmental organizations such as special districts and “other political subdivisions under the State”.

- Access as participants in the purchasing consortium, as deemed appropriate by partnering local SWCCOG member organization;
- **Or**
- Access to the SCAN infrastructure only through a separate service provider.
- No revenue sharing is available to Second Tier organizations.

3.A i.2

Third Tier:

Third tier organizations include Public Schools, (which are to be served by other non-profit entities). At such time that they are deemed to be unserved or underserved, the SCAN network may deliver dark fiber for their connection to the network.

Access to the SCAN infrastructure only through a separate service provider.

- Cost sharing may be made available to unserved or underserved Third Tier organizations.
- No revenue sharing is available to Third Tier organizations.

Fourth Tier:

Fourth Tier organizations include Non-Profit Organizations and Private Enterprise. Organizations must prove that they are unserved or underserved to access the SCAN network; the SCAN network may deliver dark fiber for their connection to the network.

Access to the SCAN infrastructure only through a separate service provider, or when the non-profit is housed within a governmental agency's building and "utilities" are part of the conditions of occupancy.

- No cost sharing is available to Fourth Tier organizations.
- No revenue sharing is available to Fourth Tier organizations.

Unserved or Underserved

"Unserved" communities are places that currently do not have internet service or have only dial-up service.

Underserved can be defined by the following:

1. Cost of current broadband service is out of reach of the organization.
2. Current speeds available fail to meet the organization's needs for services.
3. Organization has no access to broadband services due to hardware limitations.
4. Organization has no access to broadband access due to technology, education or language.

When seeking public funds to service an organization, the SCAN entity must:

1. Partner with private or non-profit service provider and assist that provider in extending infrastructure to the organization to achieve optimal broadband services;
2. Work with the service provider to ensure broadband is available at an affordable rate for the target organization;
3. Work with service provider to ensure broadband is available at optimal speeds for the targeted organization; and
4. Work with service provider to insure that they provide necessary education regarding the use of the broadband services in a language accessible to the organization.

3.A i.2

In the case where no private or non-profit service provider can or will offer broadband service to unserved or underserved organizations or populations, the SCAN reserves the right to extend broadband access directly as allowable by state law.

General Operations

Member organizations may utilize the SCAN Network to collaborate with other member organizations to share services or software. All members are encouraged to offer any such collaboration to all member organizations.

If the member organizations wish to support and administer the project, they will do so with their own staff and at no additional payment to the SCAN administration.

If the member organizations wish that agreements be developed, software or services researched or developed or administered by SCAN staff, an administrative fee will be required, based on actual usage and cost.

Fees paid by SWCCOG members to the on-going SCAN grant administration for organizational participation will be based on the original DOLA grant associated with 75% of the member communities' fiber project total cost.

If a community chooses to release funds back to the SWCCOG for other communities or if a community elects to use additional DoLA grant funds, it's administration fee will be adjusted accordingly.

SCAN Operations

Fees

Ramp Fee (Connectivity Fee)

- Fee covers Network maintenance (staff hours and fiber).
- Ramp Fees will be paid by any entity that touches the SCAN Network.
- This fee will be re-evaluated bi-annually to determine what is necessary for maintenance.

Internet Bandwidth Usage

3.A i.2

- Fee covers cost of Internet & Transport (port fees).
- SCAN General Manager will determine usage fee per term of lease based on real cost.

Internet Admin Fee

- Fee covers cost of routers & equipment.

Leased Assets

- Revenue from fiber IRU's with vendors.

E-Tics Software

- Direct payment for service from SWCCOG Members.

Other

- Payment for services from SWCCOG members (such as: credit card payment systems, voice systems, admin costs on joint projects etc.).

Fiber Repair Fund

A fiber repair fund is to be developed utilizing budget funds. This fund shall hold a minimum of 8% of the total operational costs, and not to exceed 16 %. Once the fund is established, the overall cost to members to fund the SCAN will be reduced. This fund is to be used to cover expenses in the case of damage or destruction of the SCAN fiber system, hardware and software. These funds are intended to be used for the immediate repair, and will be replaced as quickly as possible by the member organization utilizing the fund.

As of August 31, 2012

Southwest Colorado Access Network (SCAN) SB 232 Grant Project Community Budgets											
	1	2	3	4	5	6	7	8	9	10	11
Page 1											
Formulas	(2+3)/ 3,600,000			Allocated by % Total Budget	3+4+5	2+3+4+6	1x12+7	13	4+7+8+9	9-11+10	
Community	% of Total Project Budget	Grant Funds	25% project	Admin match	Revised Government Match	Total Project Budget	Regional Admin match 6/30/12	MIS & Other Work Allocated by Community 8/31/12	Admin & Allocated Project Cost to Date	Admin & Allocated Project Cost Due	Total Admin & Match Paid to Date
Town of Ignacio	2.7642%	\$ 74,634	\$ 24,878	\$ 2,160.00	\$ 27,038	\$ 101,672	\$ 1,619.53	\$ 1,314	\$ 5,094	\$ 2,607	\$ 2,487.00
Ignacio Library											
City of Cortez	28.9613%	\$ 781,954	\$ 260,651	\$ 22,632.67	\$ 283,284	\$ 1,065,238	\$ 16,968.16	\$ 2,694	\$ 42,295	\$ 9,015	\$ 33,280.00
City of Durango	17.6131%	\$ 475,554	\$ 158,518	\$ 13,765.00	\$ 172,283	\$ 647,837	\$ 10,319.37	\$ 1,284	\$ 25,368	\$ 8,830	\$ 11,025.00
La Plata County											\$ 5,512.50
Town of Dolores	1.6029%	\$ 43,279	\$ 14,426	\$ 1,252.67	\$ 15,679	\$ 58,958	\$ 939.14	\$ 2,481	\$ 4,673	\$ 868	\$ 3,805.00
Town of Silverton	3.0754%	\$ 83,036	\$ 27,679	\$ 2,403.33	\$ 30,082	\$ 113,118	\$ 1,801.86	\$ 2,473	\$ 6,678	\$ 1,170	\$ 3,763.50
San Juan County											\$ 1,744.50
Town of Dove Creek	1.9135%	\$ 51,664	\$ 17,222	\$ 1,495.50	\$ 18,717	\$ 70,981	\$ 1,121.10	\$ 288	\$ 2,904	\$ 1,155	\$ 1,749.50
Dolores County	1.9135%	\$ 51,664	\$ 17,222	\$ 1,495.50	\$ 18,717	\$ 70,981	\$ 1,121.10	\$ 288	\$ 2,904	\$ 1,155	\$ 1,749.50
Town of Mancos	1.5420%	\$ 41,633	\$ 13,878	\$ 1,204.33	\$ 15,082	\$ 56,715	\$ 903.42	\$ 2,674	\$ 4,782	\$ 2,121	\$ 2,660.59
Town of Rico	2.2500%	\$ 60,750	\$ 20,250	\$ 1,758.00	\$ 22,008	\$ 82,758	\$ 1,318.26	\$ 185	\$ 3,261	\$ 3,088	\$ 173.25
Town of Bayfield	11.3823%	\$ 307,322	\$ 102,441	\$ 8,894.33	\$ 111,335	\$ 418,657	\$ 6,668.79	\$ 18,244	\$ 33,807	\$ 6,098	\$ 27,709.00
Town of Pagoda Springs	11.7970%	\$ 318,519	\$ 106,173	\$ 9,219.66	\$ 115,393	\$ 433,911	\$ 6,911.75	\$ 2,156	\$ 18,287	\$ 4,911	\$ 13,376.50
Archuleta County	11.7970%	\$ 318,519	\$ 106,173	\$ 9,219.66	\$ 115,393	\$ 433,911	\$ 6,911.75	\$ 2,156	\$ 18,287	\$ 7,500	\$ 10,787.00
SWCC/Contingency	3.3879%	\$ 91,473	\$ 30,491	\$ 2,648.00	\$ 87,481	\$ 124,612	\$ 1,984.94		\$ 4,633		\$ 0.00
Region 9 25% match	100.0000%										\$ 23,870.11
Regional Design & Implementation Support		\$ 300,000			\$ 100,000	\$ 400,000					
Total Budget		\$ 3,000,000	\$ 900,000	\$ 78,149	\$ 1,132,491	\$ 4,078,149	\$ 58,589.17	\$ 36,237	\$ 172,975	\$ 54,717	\$ 142,128
Total Budget without Regional Design		\$ 3,600,000									
		12									
Portion of RD & Implem not allocated to Communities		\$ 58,589		(234,357) *25%							

621.75 for Town, Library, School, & fire district

Page 2						
Cost Allocated to Communities						
13	Total as of 6/30/12	25% as of 6/30/12	Total as of 7/31/12	25% as of 7/31/12	Total as of 8/31/12	25% as of 8/31/12
Town of Ignacio	\$ 5,257.45	\$ 1,314.36	\$ 5,257.45	\$ 1,314.36	\$ 5,257.45	\$ 1,314.36
Ignacio Library	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City of Cortez	\$ 9,137.83	\$ 2,284.46	\$ 10,777.83	\$ 2,694.46	\$ 10,777.83	\$ 2,694.46
City of Durango	\$ 5,134.00	\$ 1,283.50	\$ 5,134.00	\$ 1,283.50	\$ 5,134.00	\$ 1,283.50
La Plata County	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town of Dolores	\$ 8,357.66	\$ 2,089.42	\$ 9,869.66	\$ 2,467.42	\$ 9,825.66	\$ 2,481.42
Town of Silverton	\$ 8,864.68	\$ 2,216.17	\$ 9,723.68	\$ 2,430.92	\$ 9,891.68	\$ 2,472.92
San Juan County	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Town of Dove Creek	\$ 1,150.50	\$ 287.63	\$ 1,150.50	\$ 287.66	\$ 1,150.50	\$ 287.66
Dolores County	\$ 1,150.50	\$ 287.63	\$ 1,150.50	\$ 287.66	\$ 1,150.50	\$ 287.66
Town of Mancos	\$ 4,043.74	\$ 1,010.94	\$ 4,193.74	\$ 1,048.44	\$ 10,696.61	\$ 2,674.15
Town of Rico	\$ 739.25	\$ 184.81	\$ 739.25	\$ 184.81	\$ 739.25	\$ 184.81
Town of Bayfield	\$ 62,111.12	\$ 15,527.78	\$ 69,861.12	\$ 17,465.28	\$ 72,976.62	\$ 18,244.16
Town of Pagoda Springs	\$ 3,001.00	\$ 750.25	\$ 3,376.01	\$ 844.00	\$ 8,623.66	\$ 2,155.92
Archuleta County	\$ 3,001.00	\$ 750.25	\$ 3,376.01	\$ 844.00	\$ 8,623.66	\$ 2,155.92
SWCC/Contingency	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 111,948.74	\$ 27,987.19	\$ 124,610.00	\$ 31,152.50	\$ 144,947.67	\$ 36,236.92

Cost to Communities for General Manager Paid from Grant Funds

Page 3						
Formulas	14 (Page 1 Column 1) x \$20,000	15 (Page 1 Column 1) x \$15,000	16 (Page 1 Column 2 + Column 3)	17 16/20	18 17 x \$20,000	19 17 x \$15,000
	All Communities	All Communities	W/O Cortez & Durango	W/O Cortez & Durango	W/O Cortez & Durango	W/O Cortez & Durango
			Original Budgeted Grant Funds & 25% project	%Original Budgeted Grant Funds & 25% project		
Distribution scenarios for General Manager	\$20,000.00	\$15,000.00			\$20,000.00	\$15,000.00
Town of Ignacio	138.21	103.66	\$ 99.512	5.1740%	258.70	194.02
Ignacio Library	0.00	0.00	\$ -	0.0000%	0.00	0.00
City of Cortez	1,448.06	1,086.05		0.0000%	0.00	0.00
City of Durango	880.66	660.49		0.0000%	0.00	0.00
La Plata County	0.00	0.00	\$ -	0.0000%	0.00	0.00
Town of Dolores	80.15	60.11	\$ 57.705	3.0003%	150.01	112.51
Town of Silverton	153.77	115.33	\$ 110.715	5.7564%	287.82	215.87
San Juan County	0.00	0.00	\$ -	0.0000%	0.00	0.00
Town of Dove Creek	95.67	71.76	\$ 68.886	3.5816%	179.08	134.31
Dolores County	95.67	71.76	\$ 68.886	3.5816%	179.08	134.31
Town of Mancos	77.10	57.82	\$ 55.511	2.8862%	144.31	108.23
Town of Rico	112.50	84.38	\$ 81.000	4.2115%	210.57	157.93
Town of Bayfield	569.11	426.84	\$ 409.763	21.3049%	1,065.25	798.93
Town of Pagoda Springs	589.85	442.39	\$ 424.691	22.0811%	1,104.06	828.04
Archuleta County	589.85	442.39	\$ 424.691	22.0811%	1,104.06	828.04
SWCC/Contingency	169.39	127.05	\$ 121.964	6.3413%	317.07	237.80
25% match	\$5,000.00	\$3,750.00	\$1,923,323.02	100.0000%	\$5,000.00	\$3,750.00

3.A ii

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson	Presentation Time: 2 minutes	<input type="checkbox"/>
Subject: 2013 SWCCOG SCAN Reallocation of SCAN Grant Funds – Policy on First Reading	Discussion Time: 5 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact		
Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A		

Background:

As the SCAN grant moves towards completion, and by the nature of the size and scope of the grant, issues have and will continue to arise regarding the reallocation of grant funds. In the event that one or more of the local government partners declines to participate in the project in full or in part, the funds not utilized for that local government's project(s) will need to be reallocated. A policy is not yet in place for how to handle such reallocations. Draft language has been offered for consideration and revision by the Board.

Fiscal Impact:

Recommended Action: Policy reviewed and revised by the Board and passed on first reading with revisions.

Accompanying Documents: Reallocation of SCAN Grant Funds – Policy on First Reading, Community Match Worksheet will be attached separately as an excel document to allow for ease of use.

ADDITIONAL INSTRUCTIONS

None



Reallocation of SCAN Grant Funds – Policy on First Reading

In the event that one or more of the local government partners declines to participate in the SCAN Grant project in full or in part, the funds not utilized for that local government’s project may be utilized by other member organizations to expand their own community projects. This will require the participating community receiving the reallocated funds to increase their local match accordingly to include the construction match and regional administration match allocated to those funds they will receive. The reallocation of the grant funds will require a recalculation of the administrative match percentage tied to the transferred funds.

Requests to utilize those funds which are to be reallocated will come to the Southwest Colorado Council of Governments (SWCCOG) Telecom Committee for first review, discussion and, in the case of multiple requests, prioritization.

The requests will include a complete history of any grant funds utilized to date, estimates for the proposed project(s) in the request, specific information regarding how the project will benefit the community and / or the SCAN project as a whole, a timeline for completion.

Requests or a prioritized list of requests will be presented to the SWCCOG Board for consideration and approval.

Priorities will be based on: (as determined by the board)

- a.*
- b.*
- c.*
- d.*

Suggestions: The funds will be distributed based on:

- meeting grant requirements to-date*
- Can meet match requirements*
- Ability to complete by grant deadline*
- SWCCOG Board priorities (determined)*

3.B

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson, Dr. Rick Smith, Tom Yennerell	Presentation Time: 3 minutes	<input type="checkbox"/>
Subject: Conditional Letter in Support of EagleNet Projects	Discussion Time: 5 minutes	
<p>Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact</p> <p>Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A</p>		

Background:

Staff has been asked to support state wide efforts to voice support for EagleNet projects to move forward as promised and planned for in the SWCCOG region.

A letter will follow.

Fiscal Impact:

Recommended Action:

Accompanying Documents: Letter of Conditional Support

ADDITIONAL INSTRUCTIONS

None

4.A

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson	Presentation Time: 5 minutes	<input type="checkbox"/>
Subject: Telecommunications Reports	Discussion Time: 5 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact		
Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A		

Background: Included in Telecommunications:

A. Telecommunications

- i. General Manager Services Report
- ii. Responsible Administrator Report
- iii. Telecommunications Committee Minutes for October. 20, 2012
- iv. Telecommunications Committee Chair Report
- v. SCAN Completion Process
 - a. Job Descriptions
 - b. Community Project Binders

Fiscal Impact:

Recommended Action:

Accompanying Documents:

ADDITIONAL INSTRUCTIONS

None

BOARD MEMORANDUM

TO: SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS BOARD (SWCCOG)
FROM: DR. RICK SMITH
SUBJECT: MONTHLY GM UPDATE
DATE: 10/27/2012

This month was devoted to acquiring quotes for the Managers and a process in place for implementing the build-out of the SCAN network in the smaller communities.

I. COG

- a. Worked with Tom, Susan and Ed to get job descriptions. I am happy to report the group has agreed to the roles and responsibilities sited in the job descriptions.
- b. Worked with Tom, Susan and Ed to define the process for moving forward with the build.
- c. I am building notebooks for the COG and individual communities that cover the process for each fiber build along with maps check list and any other pertinent information.
- d. Met with Tom, Susan and Ed to review the process and review one of the notebooks with Ken Charles. Everyone appears to be on the same page now. We will meet with Paul (by-phone) to go over the process.
- e. Working with Susan to begin constructing the SCAN project update report requested by Ken Charles from DoLA.
- f. Facilitated Telecom sub-committee meeting (Please see the minutes for details).
 - i. The committee discussed possible SCAN services that could be matured and offered to the SWCCOG membership. A committee was formed to examine the positives and negatives of these and will report back to the Telecomm Committee.
 - ii. It was also discussed the pros and cons to purchasing the Durango Hub equipment now or waiting until next year when more COG members can take advantage of the connectivity.

II. Community Updates

a. Dolores –

- i. Ryan and the Dolores Town Board have 2 bids for their fiber build. They will be evaluating those bids to determine whom to award the contract. The hope is to have Dolores under contract and implementing before December 10th.

b. Mancos -

- i. Eagle Net is working on building a fiber route from the Tri-State region site just north of Town to the Mancos School District. The route will take fiber behind Town Hall where a hand hold can be placed for easy access to connect the Town.
- ii. Tom and the Mancos Town Board also have 2 bids for their DoLA fiber build. They will be evaluating those bids to determine whom to award the contract. The hope is to have Mancos under contract and implementing prior to December 10th.

c. Ignacio -

- i. Working with Miriam (Ignacio Planner) and DB Technologies to acquire an adequate estimate of costs to build a fiber loop to the Town shop. We met in Ignacio last week and walked the route and discussed possible alternative builds.
- ii. The hope is to have the bid in front of the Town for discussion and direction. The goal is to have Ignacio under contract and implementing this year.

d. Pagosa Springs / Archuleta County -

- i. USA Communications / Pagosa Springs fiber joint build agreement has been signed by Pagosa Springs and USA Communications. Pagosa Springs will serve as the fiscal agent for Town and County.
- ii. Met with David, Greg and Larry Escude to visit about the staking sheets and routes drawn by Mid-States to see if they accurately reflect the town and county desires. A few changes were needed to allow for trenching in difficult areas.
- iii. Visited with Stuart Gilbertson about the USA Communications portion of the Pagosa fiber project. We have tentatively scheduled a meeting 2 weeks out to discuss collaboration with the vendor performing the other parts of the Pagosa/Archuleta County fiber project.
- iv. Met with Greg and his team to work through the transition of information and process to the interim county manager.
- v. The goal is to get Pagosa Springs / Archuleta County a bid for the extra builds for discussion and direction that will convert to a contract this year. If weather permits, begin installation of fiber.

e. Bayfield -

- i. The Town and the water district are combined water /fiber project has been bid and a vendor selected. Construction to begin soon!
- ii. Met with Chris, his public works staff and DB Technologies to discuss the fiber drawings and ascertain a bid for installation.
- iii. Met with Fasttrack Communications, Chris and DB Technologies to coordinate on the splicing points and fiber route that addresses the needs of both Fasttrack and the Town. It appears to be a good working relationship.
- iv. The goal is to have Bayfield under contract and construction of their fiber build by December 10th.

f. Dolores County / Dove Creek -

- i. Received the DB Technologies estimate for extending the fiber route to the bus barn and over to the county shop and the school athletic complex and an aerial fiber build from the Court house to the County nurse and on to Dove Creek Town Hall.
- ii. Met with Empire Electric to discuss the use of the pole attachments being occupied by a non-functioning coaxial cable.
- iii. Sent the bids to the Dolores County, Town of Dove Creek and Dolores County School District.
- iv. The goal is to have a decision on whether this is a viable option for these entities or not by December 10th.

g. Silverton / San Juan County -

- i. Met with Jason and his staff to move the fiber on Greene St. to the sidewalk to preserve the road that was just redone.
- ii. Jason and his staff decided it would be beneficial for them to wait until spring for their build as it requires more coordination with other projects.
- iii. I am working with San Miguel Power to discuss the pole attachments for Silverton and San Juan County. I am getting the route map to Ken to review with his team.
- iv. The goal for Silverton is to have a finalized route and a contract by December 10th with a start date of April 2013.

h. Durango / La Plata County -

- i. It was discussed that it might be beneficial to delay the purchase of the hub equipment until 2013 when more COG members will be able to take advantage of the fiber connectivity.
- ii. I will be requesting Durango and La Plata County to assist in writing an update of their fiber construction associated with the DoLA grant.

i. Rico

- i. Continuing to wait to see if Farmers Telco has the go ahead to purchase Rico Telco. No report on any progress at this point.

III. November FOCUS

- a. Get all communities ready for their fiber builds with detailed drawings, credible vendors, and achievable timelines for completion.
- b. Assist Susan with the process by which the GM position can be advertised, interviewed and filled prior to my departure in December.
- c. Continue to seek services that COG members can participate that aims at reducing their costs to their budgets.

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Laura Lewis Marchino	Presentation Time: 2 minutes	<input type="checkbox"/>
Subject: DoLA Budget Amendment & Grant Expenses.	Discussion Time: 2 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact Committee Approval _____ <input checked="" type="checkbox"/> Yes <input type="checkbox"/> N/A		

Background:

DoLA Budget Amendment:

A letter requesting a budget amendment to DoLA was sent on October 9, 2012 by Laura Lewis Marchino requesting that \$20K be moved from construction to administration. The administrative costs with having a general manager were not in the original budget and have been identified as a real need by the SWCCOG Board. This \$20K will come out of the SW Colorado Community College's initially budgeted amount.

Through September 2012, the SWCCOG has expended approximately \$2,062,000 including match on this project and submitted about \$1,488,000 for reimbursement through DoLA. We do expect to utilize all of the grant funding and associated match in 2013.

We would also like to show the additional administrative match approved by the SWCCOG Board in mid-2011 that totals \$78,149 in the DoLA grant budget. When the original budget was developed, staff knew that the participating governments would match the construction costs by 25%, but we didn't account for the administrative match above Region 9 contributing 25% of their contracted expenses. We respectfully request the amendment to our budget as stated below which will transfer funds among the budgeted and approved categories.

EIAF Contract	DoLA Budget	Expended grant through August '12	Remaining	Proposed revisions
Purchase/install telecom	\$ 3,600,000	\$ 1,226,630.97	\$ 1,964,492	3,580,000
Operating/travel	\$ 400,000	\$ 261,371.58	\$ 51,505	\$ 420,000
Administrative match		0	0	\$78,179
TOTAL	\$ 4,000,000	\$ 1,488,002.55	\$ 2,015,996.62	\$4,078,149

We have not yet received paperwork regarding the amendment request and expect an amendment will also need to be made in 2013.

Fiscal Impact:

Recommended Action:

No Action Needed

Accompanying Documents:

ADDITIONAL INSTRUCTIONS

None

SWCCOG Telecommunications Committee
October 17, 2012, 3:00 – 4:30 p.m.
Phone Conference Summary

Committee Members Present:

Jason Wells, Town of Silverton
Dave Bygel, La Plata County
Larry Escude, Town of Pagosa Springs
David Mitchem, Town of Pagosa Springs
Miriam Gillow-Wiles, Town of Ignacio

Staff/Consultants:

Dr. Rick Smith, SCAN General Manager
Pat Swonger, Eagle-Net
Ed Morlan, Region 9 EDD
Kathy Sherer, Region 9 EDD

Guest:

Matt McGlamery, Fort Lewis College

Dr. Rick Smith called the meeting to order.

I. Updates

A. Vendor Meetings – Dr. Rick

- **USA Communications** – Dr. Rick will be talking to Stuart Gilbert and his local representatives tomorrow to discuss Pagosa Springs and Archuleta County – making sure all of the splice points are identified, fiber counts, etc.
- **Centurylink** – They are still a possible player. Any questions about Pagosa Springs and USA Communications will continue to be forwarded to David Mitchem and their legal team.
- **FasTrack** – A walk-through just took place in Bayfield to check splice points and make sure everything has been addressed.
- **Eagle-Net** – Pat said they will be ready to go in Durango no later than the end of the month – there's one last fiber splice to be done. Everything else is moving ahead as scheduled and should be completed this year. There may be a complication from Bayfield to Durango due to permitting which would move completion to next year. Pat will give a status update on this as soon as possible. He will also find out the status on putting conduit in the common trench in Cortez.

B. Community Installations – Dr. Rick

- **Rico** – We should know soon if Farmer's has been able to acquire the Rico Telephone Company.
- **Dove Creek** – They would like to extend their city route up to the bus barn, over to the county shop, and also to the county nurse's location and Town Hall. They're evaluating if they want to go with wireless or fiber.
- **Silverton** – Paul needs to make changes on their map to correct what is buried fiber vs. aerial fiber (Dr. Rick will make these changes and send the map to Ed to give to Paul). Silverton will likely build next year due to the cold temperatures and the curing of concrete and also to coincide with their street lighting project.
- **Dolores** – We have a map and a bid from DB Tech and from Tetra Tech that we'll evaluate with Ryan to determine how they want to move forward.

- **Mancos** – Tom Yennerell has asked for a bid from DB Tech and Tetra Tech but Dr. Rick didn't know if they have received it yet.
- **Pagosa Springs** – The staking sheets are missing that run from Hwy. 160 to the Town Hall. Paul told Ed that USA Communications is doing that part. Dr. Rick will check with Stuart to make sure.
- **Bayfield** – They have just agreed to a contract with the Water District to run the main line that covers their north/south route. The Town Manager just sent an email to Eagle-Net telling them where they will connect. They will also be dealing with their laterals that connect to FasTrack.
- **Ignacio** – There is the possibility of some extra work putting in conduit by the School District. The Fire District is still deciding if they will connect up.

Dr. Rick said that what we're trying to accomplish is to use route drawings to acquire bids for the Town Managers so they can get contracts with a vendor. The process also includes Dr. Rick, as General Manager, making sure Ed, as Responsible Administrator, has the build sheets so there is signoff by the grant administrator that the build will take place and the Town/Community is assured that they'll be reimbursed. When the route is finished, we'll acquire as-builds that are very detailed so that the fiber can be located later. The time frame will be to try to get this accomplished this year (with the exception of Silverton).

C. Upstream Connectivity

1. Eagle-Net – There will be a point of presence in Durango, however if we don't have connectivity from Bayfield to Durango, or Pagosa to Bayfield, or Silverton to Durango, that only takes care of Durango and La Plata County. Similarly, if there is no point of presence in Cortez, that doesn't help Mancos, Dolores and Dove Creek. Pat said those have always been scheduled for 2013 (due to things like permitting cycles) and they've tried to push up what they could. Dr. Rick thought that Silverton was the only one scheduled for next year.
2. Routers (Durango) – The hub equipment is used to link the rest of the communities into the aggregation point in Durango. If that link isn't happening soon, then Durango probably shouldn't purchase that hub equipment yet. Dr. Rick will discuss this with Eric to determine whether or not there is any advantage to purchasing it now vs. waiting until next year.
3. Upstream purchase – This is budgeted at 100 MB for the SCAN at this time. Due to existing contracts that are still in place, there was no reason to buy a larger amount at this time. That 100 MB will likely need to increase quite a bit in the future.

II. Membership Services

1. Internet – It's already understood that the membership purchases are an aggregate for internet so no discussion was needed.

2. Credit Card Transactions – Dr. Rick and Dave Bygel have talked about the possibility of using Mercury Payment Systems (or a similar company) for credit card transactions. This would entail three fees – one to Mercury Payment, one to the credit card company, and one to the SCAN for managing the contract (paid by the vendor).

Dave discussed other revenue possibilities for the SCAN which could perhaps result in the ability to eliminate membership fees. His idea was to put together a portfolio of services that the SCAN could be a conduit for. In addition to the credit card service, we could look at things like payroll processing, electronic links, full email services, virtual servers and virtual desktops, backup and storage management, and web hosting. Jason suggested adding infrastructure maintenance to the list of services. **A group was formed to work on this portfolio of services that included Dr. Rick, Dave Bygel, Ed Morlan, and Matt McGlamery (Rick Smith was also volunteered).**

III. Agenda Items for November COG Meeting

There were no action items for the COG Board.

IV. Next Meeting

The next Telecom Committee meeting will be November 21, 3:00 to 4:30 p.m.

Meeting summary submitted by Kathy Sherer

SWCCOG Telecommunications Committee
September 20, 2012, 3:00 – 4:30 p.m.
Phone Conference Summary

Committee Members Present:

Eric Pierson, City of Durango
Jason Wells, Town of Silverton
Ernie Williams, Dolores County
Larry Escude, Town of Pagosa Springs
David Mitchem, Town of Pagosa Springs

Staff/Consultants:

Paul Recanzone, OHivey
Dr. Rick Smith, SCAN General Manager
Pat Swonger, Eagle-Net
Ed Morlan, Region 9 EDD
Kathy Sherer, Region 9 EDD

Dr. Rick Smith called the meeting to order.

I. Updates

A. Vendor Meetings - Paul

- **USA Communications** – Clarifications and changes have been made to the contract such as the City of Pagosa Springs wanting to hold onto ownership. To the best of Paul's knowledge, all of the issues have been resolved and we have a contract that is acceptable to both the city and USA Communications. Paul is waiting for USA, the city and the county to confirm and set a time for signatures. David said they're ready to go and he could get the mayor to sign off on it tomorrow morning. Paul said he would like to wait for confirmation from Stewart Gilbertson that they're good to go with all the changes even though Stewart has said he is moving forward as if there is agreement (ordering fiber, etc.).
- **FasTrack** – Paul had a call from John Monday looking for confirmation of where we were going to end in Bayfield so they could pick up the conduit route (but they're still moving forward according to the agreement). Paul has also spoken to Scott Dole? from DV Tech? about getting the process started for a contract to build Bayfield. They've asked that we provide the first draft of the contract. Based on their prices, we may want to move that same contract into the other communities.
- **Centurylink** – We responded to their request for information regarding our agreement with USA Communications by telling them that we were working on collecting the information in an appropriate way. They have not responded back to us since then. David said the response from the city's legal team was that Centurylink needs to do a Freedom of Information request which they have not done.
- **Eagle-Net** – Pat said there's been a little shuffling of crews to meet different schedules but everything is still on course. The 160 build will not be completed this season due to a permitting problem in the section between Bayfield and Pagosa Springs that has to do with an environmental issue (this will be resolved). He's been working on some critical aspects of the Silverton route and will have updates after some final right-of-way negotiations are completed. Dolores County should be wrapped up in the next week or two.

B. Community Meetings

4.A iii.2

1. Installations – Paul said conversations have taken place with Bayfield, Silverton, Mancos and Dolores (and will also take place with Pagosa Springs & Archuleta County) which resulted in some re-routing of the desired design within each of the communities. The engineers will not do the staking of those re-routes until we make sure each of the communities are comfortable with them as they've been done – and comfortable with the cost. That information is being pulled together.

2. Discussions

Ignacio – Ed has been working with Ignacio to clarify some things and confirmed again that the school district is prepared to give over their network to the town. Dr. Rick talked with the library and they are totally on board with paying their fee and signing an agreement with the COG. Dr. Rick believes that the Fire District is also on board.

Rico – Ernie said the Rico Telephone Company doesn't have the matching money for the grant but they would still like to get some work done. He spoke to Doug Pace? with Farmer's who is trying to acquire the Rico Telephone Company. We should know more about that in October. If Farmer's does acquire the Rico Telephone Company, they would be interested in paying the matching funds and then using the money to route fiber to the government buildings – with the understanding that it would belong to the Town of Rico and they would lease it back. Dr. Rick hopes the COG can give Rico the time to put this in place.

- C. Upstream Connectivity

1. Eagle-Net – Pat will clarify exactly where the point of presence will be in both Durango and Cortez. Dr. Rick said it will need to be on the outside of the courthouse in Durango for open access and in a vendor-neutral location in Cortez. Eric said he thinks Brainstorm is providing dark fiber from the pole box in front of the C.O. and then run across the street to the courthouse where the city and the county can then distribute connectivity to the hub equipment which will be located either in City Hall or the old Main Post Office.
2. Upstream purchase – Larry said we can use the hospital's public IP addresses. Dr. Rick asked Paul how many addresses would be needed if we went this route. Paul said they are going to put together an internal, non-routed addressing scheme and network address translation that would require a handful of addresses at each of the hubs. If any of the communities want to have a publicly visible address, then that would be additional. Therefore, we're talking about a block of 24 or 48 addresses. Larry said he was planning on allocating about 256 for SCAN.

II. Operations Budget

Dr. Rick said the Operations Budget is in the hands of Shirley from Region 9 who is working with Susan from La Plata County. They're putting it in the correct accounting format. Dr. Rick will be spending time with Dave Bygel to develop more opportunities for the sharing of services within the group.

III. Agenda Items for October COG Meeting

4.A iii.2

- Updates on the routes, builds and costs in each community (with a report from Eagle-Net)
- Report on the IGAs, beginning with Ignacio
- Pueblo Community College (they're out of the picture) – Ed will draft a letter for the COG to sign
- Request from Eagle-Net for a letter of support from the COG regarding the completion of the Eagle-Net project

IV. Next Meeting – Note date change due to the La Plata Economic Summit

The next Telecom Committee meeting will be October 17, 3:00 to 4:30 p.m.

Meeting summary submitted by Kathy Sherer



Job Description – SCAN Fiscal Agent

Description

The Fiscal Agent's role is to ensure that expenditures for the implementation of the Southwest Colorado Access Network (SCAN) is in alignment with the rules and regulations of the Colorado Department of Local Affairs (DoLA) grant. This individual will manage the implementation budget, oversee expenditures and reimbursements and conduct all manner of financial reporting on behalf of the Southwest Colorado Council of Governments (SWCCOG) with DoLA.

The Fiscal Agent will work directly with the SCAN General Manager and the SWCCOG Administration to coordinate all fiscal aspects of the SCAN Project.

Responsibilities

- Working with the GM and SWCCOG Administrator, develop yearly budgets and present the budget to the board for approval.
- Maintain the budget and prepare monthly budget reports
- Collaborate with the SCAN General Manager (GM) on the progress of the SCAN project for the purpose of grant reimbursements.
- Be responsible for final approval of and sign-off on all project expenditures, as reported on the Project Approval Form.

Reporting

- Create all necessary financial reports on behalf of SWCCOG to DoLA on the progress of the SCAN project.
- Ensure compliance on all aspects of the DoLA Grant, to include all fiscal and procurement requirements.
- Provide written report on status of grant project quarterly.
- Provide written accurate monthly budget updates to the SWCCOG.
- Attend the SWCCOG monthly meetings for discussion on the budget.

Position Requirements

Knowledge & Experience

- Extensive grant financial oversight experience.
- Extensive experience with DoLA rules and regulations.

Personal Attributes

- Excellent written and oral communication skills.

- Excellent interpersonal skills.
- Ability to clearly present financial position in a business meeting.
- Keen attention to detail.
- Proven analytical, evaluative, and problem-solving abilities.

Reports To

The Southwest Colorado Council of Governments (SWCCOG) Board of Directors, or the Executive Director.

DRAFT

Job Description – SCAN General Manager



Description

The General Manager's (GM) role is to;

1. Act on behalf of the SWCCOG as the Owners Representative and ensure completion of the SCAN project construction to include management and coordination, and
2. Ensure the streamlined operation of the Southwest Colorado Access Network (SCAN) is in alignment with the objectives of the Southwest Colorado Council of Governments (SWCCOG). This individual will plan, coordinate and direct SCAN activities, as well as provide administrative direction, build and maintain the operational budget and support for daily SCAN operations. The GM will work closely with the SWCCOG Board or its designee to recommend, develop, implement, and support cost-use of the SCAN. This person will also assist in the development and implementation of SCAN policies, procedures, and best practices.
3. The GM will work directly with the SCAN Fiscal Agent and the SWCCOG Administration to coordinate all construction, maintenance and operations aspects of the SCAN Project.

Responsibilities

Strategy & Planning

- Working with the Fiscal Agent and SWCCOG Administrator, develop yearly budgets and present the budget to the board for approval.
- Work with SWCCOG Administrator and Board in the development of policy regarding all aspects of the SCAN project.
- Lead SCAN operational and strategic planning, including fostering discussions on new SCAN offerings to SWCCOG members.
- Plan and implement new SCAN offerings.
- Develop marketing plan and materials to forward SCAN offerings.
- Organize and negotiate the allocation of resources.

Acquisition & Deployment

- Manage financial aspects of the SCAN, including purchasing, budgeting, and budget review.
- Analyze, report on, and make recommendations for the improvement and growth of the SCAN infrastructure as it matures.

- Develop business case justifications and cost/benefit analyses for SCAN spending and initiatives.
- Develop and implement all SCAN policies and procedures, including those for architecture, security, standards, and service provision.
- Develop requests for proposal.
- Negotiate and administer vendor, outsourcer, construction contracts, consultant contracts, service agreements, and service orders

Construction Management

- Identify, communicate and coordinate with “Lead Contact” for each community project.
- Facilitate discussion between vendors and community lead contacts in each community to plan and implement construction projects for total project portfolio.
- Assist with bid process and contract completion.
- Act as Owners Representative for total portfolio of projects for the SCAN.
- Assist with all aspects of equipment procurement to insure consistency and adherence to procurement policies.
- Working directly with Lead Contact, provides on-site inspection of all construction, and coordinate with third party inspection entity at project completion.
- Working directly with SCAN Fiscal Agent, ensure all project cost oversight, compliance with contracts and grant compliance.
- Working directly with the SCAN Fiscal Manager, receive final approval of and sign-off on all project expenditures, as reported on the Project Approval Form.

Operational Management

- Manage the deployment, monitoring, maintenance, development, upgrade, and support of SCAN, including hardware and software.
- Oversee provision of end-user services, including technical support services.
- Work with SWCCOG members to define system requirements for new services.
- Facilitate the monthly SWCCOG Telecom sub-committee meeting.
- Keep current with the latest technologies.
- Approve and oversee projects and project portfolio.
- Oversee asset management for SCAN hardware, software, and equipment.
- Coordinate with fiscal management staff on invoice, payment and collections processes.
- Manage SCAN staff, including recruitment, supervision, scheduling, development, evaluation, and disciplinary actions.
- Establish and maintain regular written and in-person communications with the SWCCOG Board.

- Coordinate with regional partners to utilize technical staff for maintenance of SCAN system.

Position Requirements

Formal Education & Certification

- University degree in the field of computer science or technology management and 5 years related work experience.

Knowledge & Experience

- Strong technical knowledge of current network hardware, protocols, and standards.
- Extensive application support experience.
- Proven experience in information technology (IT) infrastructure planning and development.
- Excellent understanding of the SWCCOG's goals and objectives.
- In-depth knowledge of applicable data privacy practices and laws.
- Strong understanding of project management principles.

Personal Attributes

- Strong leadership skills.
- Excellent written and oral communication skills.
- Excellent interpersonal skills.
- Exceptional customer service orientation.
- Ability to present ideas in business-friendly and user-friendly language.
- Ability to perform general mathematical calculations for the purpose of creating business cases and budgets.
- Keen attention to detail.
- Proven analytical, evaluative, and problem-solving abilities.
- Ability to effectively prioritize and execute tasks in a high-pressure environment.

Reports To

Southwest Colorado Council of Governments (SWCCOG) Executive Director.

4.B

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Laura Lewis Marchino / Susan Hakanson	Presentation Time: 0 minutes	<input type="checkbox"/>
Subject: All Hazards Grant Report	Discussion Time: 0 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact		
Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A		

Background:

All Hazards:

The All Hazards Committee met on October 11th and Shirley Jones was able to attend the meeting. They are planning to do an RFP for their Program Coordinator who would run their meetings, and provide grant writing, reporting and tracking. The All Hazards Committee will follow the COG procurement policy and are getting a sample RFP from the State. They asked Shirley to put together the RFP. The final RFP will be brought to Susan Hakanson for review.

The 2009 grant is completed except that the SWCCOG is waiting for their requested cash advance in order to send out all the checks. That should occur by the SWCCOG meeting. It has taken longer than expected. The 2012 grant was signed by the SWCCOG Chair and we are waiting for approved copies from the State before moving forward. Both Shirley and Susan have plans to attend the All Hazards Training in Denver in late October.

Fiscal Impact:

Recommended Action:

Accompanying Documents:

ADDITIONAL INSTRUCTIONS

None

4.C

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Laura Lewis Marchino	Presentation Time: 0 minutes	<input type="checkbox"/>
Subject: Transit	Discussion Time: 0 minutes	
<p>Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact</p> <p>Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A</p>		

Background:

Transit Update:

The Transit Coordinating Council sponsored a webinar around vanpooling on Monday, October 22nd. The webinar was attended by 12 people. Another webinar/meeting is planned around travel vouchers. There are several private and public transit providers interested in working with various agencies that serve seniors and persons with disabilities that need transportation throughout the region, crossing county and community boundaries. Laura Lewis Marchino is currently staffing the Transit Coordinating Committee. The new AmeriCorps staff person will be paid by the Transit Grant to take over the coordination duties, as well as being to fulfill the identified goals for 2012 in collecting data and updating the SWConnect information.

Fiscal Impact:

Recommended Action:

Accompanying Documents:

ADDITIONAL INSTRUCTIONS

None

Southwest Colorado Regional Transit Coordinating Council Meeting
September 20, 2012 9:30 to 11am
Region 9 Conference Room

Participants

John Egan, Archuleta County

John Ehmann, SWCCOG

Amber Blake, Durango T*

Laura Lewis Marchino, Region 9 EDD

Krystian Boreyko, Easter Seals ATCI*

Peter Tregillus, Road Runner

Susan Hakanson, SWCCOG

Nita Purkat & Audrey Archer*

Terry Woodward, Southwest Connect

Molly Anderson, Community Connections

Matt Muraro, CDOT

Clayton Richter, Roadrunner

*PARTICIPATED BY PHONE

John Egan called the meeting to order at 9:28am.

There were no changes to the agenda.

Organizational Updates

Mountain Express – John reported there has been a huge increase in ridership the last month. They doubled last year’s numbers. They only have two buses, and John discussed a recent issue with one bus breaking down while the other was in the shop for air conditioning maintenance. He said they only lost one passenger in the process.

- Attended CASTA conference and earned defensive driver instructor status (along with Clayton). They are now able to conduct safety classes in the region.

Region 9 – Laura invited transit providers to attend the Regional Transportation Planning Commission meetings that occur every other month. The next meeting is Friday, Nov. 2nd. She would like to keep transit in the forefront with the governments and also, transit is an important component of transportation. Matt with CDOT agreed.

SW Connect – Terry Woodward provided an overview on their portal project which is a web based resource network. They are looking to include transit information that would link to providers, and be something that other agencies can use and access. It would be a comprehensive service and all information would be forwarded to the 211 system. Terry is interested in helping, however needed.

SWCCOG – Susan sees linkages with several regional initiatives and SW Connect. There are needs for seniors and persons with disabilities to have access to transit in order to get to services. Both of those issues have been identified as high priorities by the SWCCOG. Susan is the acting director of the SWCCOG and she is looking big picture and how everything fits together. (More discussion about SW Connect was mentioned later in the agenda.)

4.C -SD

Roadrunner – Clayton has been promoted to Division Director and is still learning the job. Peter is working on FASTER applications and waiting to hear about the tribal transit grant. They are down one route in Bayfield, but their dial-a-ride service in Ignacio is to 1,500 trips a month. He agrees with Durango T's philosophy that if you have higher frequency transit, people will use it.

- They are waiting to hear about the intercity bus route to Grand Junction. It looks like they will get a bus, not from the FREX buses that were available, but from Denver RTD coaches. They are trying to figure out how much it will cost to maintain a greyhound sized bus. Peter expects there will be an eventual contract with CDOT.
- Peter was elected Vice President of CASTA. There are now three Western Slope representatives on the CASTA Board. Amber Blake and another from the Grand Junction area.

Community Connections –Molly said they are interested in getting staff qualified as defensive drivers. They are working on funding and asked if anyone knew where they could get their wheelchair lifts repaired. Several suggestions included Vandergrift diesel and also calling Durango's maintenance and talking to Tom Kramer.

Durango Transit – Amber said that Durango was recognized at CASTA as the Medium Transit System of the Year. They are also working on some FASTER applications but looking at their multi-modal and master plans on how to focus funding with the MAP 21 changes. Matt said that MAP 21 condensed 90 different transit programs into about 30. Amber said they are now coordinating with their Street's Dept schedule so they can tie into their projects and streamline costs. They are also looking to coordinate Clean Commute Week.

Dolores County Transit – Audrey said that they to attended CASTA and are looking for a driver. They now have senior and public transportation services.

Easter Seals – Krystian said he really appreciates listening in and seeing how the group is doing. He asked about any follow-up from Ralph Powers and whether we are looking at a call center. He is available for technical assistance, questions and assistance.

John Ehmann said that over the past year he has worked with the SWCCOG, SCAN project and Transit Council. He will have limited time working on projects over the next two weeks as his AmeriCorps term is ending in October. John Egan said thanked him on the behalf of the group for all his work.

CDOT – Matt reported that David Valentinelli was promoted to Resident Engineer in Alamosa. Mike McVaugh will take over his duties until someone else is hired.

Advancing Action

1. **Review of Action Plan** – The group was asked to look at the Action Plan and prioritize some items to work on through the end of the year. Peter said it sometimes seems that we are a group searching for a program.

The group identified “low hanging fruit” and things we are already working on. Vanpooling is being worked on, and a wide variety of communication items which includes getting transit resources on Southwest Connect, which would take care of: mapping area services, educating current and potential riders, conducting surveys and developing a unified presence on the web. Also items that are already underway include providing updates to SW Regional Transportation Planning Commission. The group was interested in working closely with Southwest Connect. The one click was also brought up and discussed later in the agenda. John Ehmann said that a few of the groups were interested in exploring vouchers and Ralph Powers had experience with that. The group requested that someone follow up with Ralph Power to see how much he can help and whether he followed up with the groups that were interested in learning more. This was identified as another priority along with the communications and vanpooling.

2. **Draft RFP for remaining funds** – Laura distributed an RFP for a transit coordinator/facilitator to utilize the remaining \$6K in grant funds that must go to this purpose. Copies of the RFP were distributed. However, if the SWCCOG has another AmeriCorps member, they could utilize this funding without issuing an RFP. Peter said that it was important to utilize grant funds especially if we wanted to get more. The group was in consensus with the RFP going out if needed and as presented.
3. **Funding opportunities** – Susan discussed that the SWCCOG is trying to work with SW Connect and their AmeriCorps member can help get transit information on the SWConnect site. Woodward is the architect of the SW Connect site. They have already done early childhood mapping. Each component can be updated by the organization and they require it updated at least twice a year. Currently, they are entering senior services funded in part by ARCH (Adult Resources for Care and Help). SW Connect includes all five counties, and funded through several sources. The group talked about linking to the Coordinating Council site, CDOT site and all the agencies. Terry talked about how the system works.

One click--John Ehmann reported that four communities in Colorado are getting one click funding and though there should be funding this spring, right now is focused on making the initial grant communities successful. John has information on these programs if needed. There could also be additional regional council funding but that won't be finalized or available until 2013.

There was discussion that we would need buy-in from providers that would use and benefit from a one-click system. They need to see there is a benefit and be directly involved in developing the system. Durango Transit, as the largest regional provider would definitely need to spearhead such a process. Amber said they would be open to it if a position was funded by everyone. There would need to be an MOU commitment that stated money to pay. Amber mentioned a 10 year time frame for an MOU.

Peter said it was something other providers would need to budget for. Amber suggested that agencies look into it and report back at the next meeting. John Ehmann said that we could ask one of the one click programs to come and present at a meeting or schedule a tour of their program. Laura asked how far along their one-click programs were and whether that might be

premature. Matt thought this would be a great CASTA presentation. Krystian was interested in this effort.

Under funding, Matt said that with Map 21, 90 programs will be consolidated to 30 programs. For example 5316 will be in 5311. There will be a call for 5311 applications for capital only projects. In 2013, there will be 5309 and 5310 applications. CDOT is still sorting out how everything will work. FASTER transit applications will have \$100K for our regions and require a 20% match. There are also statewide funds, but Matt said the expectation is to rank and prioritize projects. Peter asked if each request (say for 3 buses) should be combined or done separately. Buses can be done in one application.

New Business

1. Vanpooling –Peter is trying to schedule a webinar for large employers about vanpooling. He is looking at a go-to meeting format and use a PowerPoint. Laura and Peter will work on this for October. John Ehmann has some information that he can forward. The biggest need is who to invite and what time of day would work. Peter was thinking lunch. Molly said having materials available for those who are not able to participate is important.
2. Report on recent activities—John Ehmann provided an update on some items not discussed at the meeting that he has been working on. In particular, he mentioned working with connecting some local persons to Veteran resource contacts. He talked about DAWG (Durango Accessibility Work Group). They are a resource for accessibility issues and are working with the City of Durango. Currently, there has been discussion about whether crosswalks allow enough time for a person with physical disabilities to cross. John has contacted both the City of Durango and CDOT about that issue.
 - 4CORE is working on compressed natural gas efforts and connecting/mapping “fill stations”.
 - He also has worked gathering information on the one click, one call systems and participated in the State Transit Council meetings.

Other

The next meeting will be scheduled for November and John Egan thought having it later in the day with a social hour (possibly at Ska) would be nice for folks. Laura will look at scheduling.

The meeting was adjourned at 11:13am

Minutes submitted by Laura Lewis Marchino

4.D

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson	Presentation Time: 0 minutes	<input type="checkbox"/>
Subject: Housing	Discussion Time: 0 minutes	
<p>Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact</p> <p>Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A</p>		

Background:

Staff have been meeting with regional housing authorities to engage in a dialogue regarding what role the SWCCOG might play. Through these dialogues, it is apparent that there is a productive role for coordination and facilitation that could, and perhaps should, fall to the SWCCOG as the regional governmental body.

In 2009, the local United Way initiated a regional housing collaborative conversation. In 2010, the Regional Housing Alliance of La Plata County (RHA), Housing Solutions, Habitat for Humanity, Colorado Housing Authority, Montezuma Housing Authority and SWCCOG participated in an El Pomar grant funded a regional housing study. This \$25,000 grant was utilized to hire a consulting firm to complete a regional needs assessment, complete agency profiles, and identify key areas to increase collaboration.

- Need for better understanding of all services/programs in the region
- Tracking client referrals between agencies would strengthen services
- Accountability and transparency between agencies needed
- Federal funding changes will have significant impacts on housing providers, one agency already has closed their doors
- Greatest need in region is for rental housing, especially for special needs populations
- Emergency housing services in great demand
- Vertical developers of affordable housing needed, especially for single family
- Land banking and land developer for region needed
- Dolores County needs housing services
- Down payment assistance needed in Montezuma and possibly Archuleta and Dolores Counties

The group was unable to develop a desired 3 year plan to move the key findings forward. One thing that staff has heard repeatedly regarding the inability to move this work forward is the lack of one agency who is responsible to "Drive the Bus", and move the regional collaboration forward. SWCCOG is a likely regional organization to drive this forward to bring greater efficiency and effective collaborative dialogue to our regional housing providers.

Staff has begun to meet with regional housing authorities, with the direct help and collaboration

4.D

with Jenn Lopez of the RHA to develop a plan for funding a follow-up regional dialogue to move the plan forward, and collect any additional findings.

The next meeting is planned for Tuesday October 30th.

Two projects that have been identified to move to a more collaborative regional dialogue have already been written into grants, 1. Working with SWConnect, all regional housing data, agencies and resources will be updated and mapped into the Webportal, bringing more efficiency and effectiveness to connecting citizens to services. 2. A common use form is being developed so that community members can fill out one set of data entries that can be utilized by many of the regional agencies to eliminate duplication.

Fiscal Impact:

Recommended Action:

Accompanying Documents:

ADDITIONAL INSTRUCTIONS

None

4.E

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson	Presentation Time: 0 minutes	<input type="checkbox"/>
Subject: Senior Services	Discussion Time: 0 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact		
Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A		

Background:

The new addition to the SWCCOG staff, Erica Keter, is working through SWConnect and the AAA to add additional information into the SWConnect and 211 networks regarding all regional senior services.

Erica is also the chairman of the ARCH regional committee under the AAA, and will bring updates to following SWCCOG meetings.

Fiscal Impact:

Recommended Action:

Accompanying Documents:

ADDITIONAL INSTRUCTIONS

None

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson	Presentation Time: 2 minutes	<input type="checkbox"/>
Subject: Compressed Natural Gas (CNG) Presentation Question Follow-up	Discussion Time: 2 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact Committee Approval _____ <input type="checkbox"/> Yes <input type="checkbox"/> N/A		

Background:

Gregg asked the SWCCOG Board to consider these questions:

1. Will the COG members participate in and support the CNG survey?
2. Would the SWCCOG membership support a CNG Regional Working Group? Would members be willing to send a fleet manager or related staff member to a quarterly meeting or the CNG working group?

Potential first goals of a regional working group:

- a. Coordinate the vehicle and fleet conversion, and ability to fuel them
- b. Identify best practices, successes and failures from other regions.
- c. Consider future budget consideration
- d. Collaborate to bring experts into our region regarding vehicle conversion, fueling stations, equipments, maintenance, warranty, EPA regulations. If we met quarterly, we could bring a different expert in each quarter. It does cost money to bring people in, would the SWCCOG consider helping to fund the effort to bring experts in to talk to the regional working group.

3. Would the SWCCOG be willing to host a regional dialogue about CNG or playing a key role in the dialogue or would the SWCCOG like 4CORE or host this dialogue?

Fiscal Impact: \$ _____

Recommended Action: _____

Accompanying Documents: CNG survey for fleet managers , CNG Benefits and Considerations

4.F Reports, Other - CNG

ADDITIONAL INSTRUCTIONS

None

Fiscal Impact:

Recommended Action:

Accompanying Documents: CNG Survey, General Information

ADDITIONAL INSTRUCTIONS

None

Compressed Natural Gas(CNG) Survey for Fleet Managers

LPEC & 4CORE Survey for Fleet Decision Makers; Regarding CNG Usage and Interest in the Four Corners Region

Is Compressed Natural Gas (CNG) a Good Energy Alternative for Your Organization?

Preview the survey first, as many of the questions request financial information from your annual budget. The summary report generated from this survey will not disclose individual organizational budgetary information. Rather the data collected will be used to identify trends with in our region as we explore the potential for conversion of fleet vehicles to CNG.

The Four Corners Office for Resource Efficiency (4CORE):

4CORE is a non-profit organization with the mission: To Advance Resource Efficiency. 4CORE strives to inspire our community to be resource-sawy. Every day we offer training opportunities, provide weatherization services, and share energy saving information throughout Southwest Colorado. We are fully committed to helping our 5 county region develop, and sustain our resources with maximum efficiency through information dissemination and facilitation.

The La Plata County Energy Council (LPEC):

The Energy Council is a nonprofit trade organization that promotes safe and responsible natural gas development in La Plata County. Individual and company members work to build community relations, increase public understanding, and address public issues relative to the industry.

Why this survey?

Fleets are the logical starting point to lead the diversification of fuel types. This survey is intended to gather data and to produce a summary of existing regional fleets, current annual fuel consumption, fleet management annual expenditures, and interest in potential conversion to CNG.

Our region is extremely reliant on over-the-road, vehicular transportation for the vast majority of our needs. Potential diversification of fuel must be strategic and coordinated to be successfully implemented. As we begin to study the potential for CNG in Southwest Colorado, many factors will influence how, where and when fuel diversification will be most effective. Social, environmental and economic factors all play vital roles in the decisions ahead.

Please take the time to help with this important survey about whether you see CNG as a viable option for your business and our region. These survey responses will be instrumental in developing a Needs Assessment regarding a move toward CNG for our region. Your response will ensure that the needs of fleets will be heard in the critical decisions that lie ahead for our region's resource efficiency.

Thank for your input and help to our region by taking the survey below ►►►►►

* Required

A. Organizational Info

Organization's name: *

Person completing this survey: *

Title within organization: *

Contact Information (phone) *

Contact Information (email) *

B. Fleet Break Down

How many cars are in your organizations' fleet? *

How many miles (average) per year, per car? *

How many pick-ups are in your fleet? *

How many miles (average) per year, per p/u truck? *

How many heavy commercial vehicles are in your fleet? *

How many miles (average) per year, per heavy commercial vehicle? *

Total organizational fleet count: *

Does your organization have its own fueling facility? *

- Yes
 No

If yes, how many fueling locations? *

Is there a central natural gas line in proximity to the fueling facility(ies)? *

How many hours a day does your average fleet vehicle operate? *

What is the average daily range of your fleet vehicles(in miles)? *

C. Annual Fleet Budget/ Expenses

How many cars are purchased annually? *

How many pick-ups are purchased annually? *

How many heavy commercial vehicles are purchased annually?

What is your annual budget for diesel? *

What is your annual budget for gasoline? *

What is your annual vehicle maintenance budget? *

D. Compressed Natural Gas (CNG) Conversion

CNG per gallon equivalent cost is approximately \$2.00/gallon (currently). Is your organization interested in diversification of its fleet to CNG? *

- Yes
- No
- Not Sure

Please rank the reasons you would consider converting your fleet to CNG

(1 most compelling reason, 3 being the least compelling)

	1 (High)	2 (Medium)	3 (Low)
Rising cost of diesel or gasoline and current lower price of CNG	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reduced dependence on foreign oil (CNG is 98% North American sources)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Reduced emissions from cleaner burning fuel than gasoline or diesel	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Regarding your likelihood of using CNG vehicles, please check the most likely path(s) you currently predict in the next 5 years of your fuel usage for your fleet.

Check all that apply

- more likely to convert current vehicles to CNG
- more likely to purchase new CNG powered vehicles
- more likely to lease a new CNG powered vehicle
- more likely to use vehicles equipped to use a combination of CNG and traditional fuels
- unlikely to convert to CNG in the near future

If you converted your fleet to CNG, would you more likely create your own private re-fueling station as allowed or use the refueling facilities if available in the region? (Check one) *

- use our own private facility
- use available regional refueling stations

Would you be willing to participate in Regional CNG Working Group? *

check one

- Yes
- No

Thanks again for completing this survey. Please list any additional questions or thoughts that you would like to express on the topic of using CNG as an alternative fuel for your fleet. *

write N/A for no comment

Submit

Powered by [Google Docs](#)

[Report Abuse](#) - [Terms of Service](#) - [Additional Terms](#)

Alternative Fuels Data Center: Natural Gas Benefits

U.S. Department of Energy - Energy Efficiency and Renewable Energy *Alternative Fuels Data Center*

Although the United States has an extensive natural distribution system in place, vehicle fueling infrastructure is limited. Therefore, fleets may need to install their own **natural gas infrastructure**, which can be costly.

http://www.afdc.energy.gov/fuels/natural_gas_benefits.html

The AFDC is a resource of the U.S. Department of Energy's **Clean Cities** program.

Page 1 of 2

Natural Gas Benefits and Considerations Compressed and liquefied natural gas are clean, domestically produced alternative fuels. Using these fuels in natural gas vehicles increases energy security and lowers emissions. Using **renewable natural gas** provides even more benefits. Like any alternative fuel, there are some considerations to take into account when contemplating the use of CNG or LNG.

Energy Security In 2010, the United States imported about 49% of the petroleum it consumed—two-thirds of which is used to fuel vehicles in the form of gasoline and diesel. With much of the world's petroleum reserves located in politically volatile countries, the United States is vulnerable to supply disruptions. However, because U.S. natural gas reserves are abundant, this alternative fuel can be domestically produced and used to offset the petroleum currently being imported for transportation use.

Vehicle Performance **Natural gas vehicles** (NGVs) are similar to gasoline or diesel vehicles with regard to power, acceleration, and cruising speed. The driving range of NGVs is generally less than that of comparable gasoline and diesel vehicles because, with natural gas, less overall energy content can be stored in the same size tank as the more energy-dense gasoline or diesel fuels. Extra natural gas storage tanks or the use of LNG can help increase range for larger vehicles.

In heavy-duty vehicles, dual-fuel, compression-ignited engines are slightly more fuel-efficient than spark-ignited dedicated natural gas engines. However, a dual-fuel engine increases the complexity of the fuel-storage system by requiring storage of both types of fuel.

Lower Emissions Compared with vehicles fueled by conventional diesel and gasoline, natural gas vehicles can produce lower levels of some **emissions**, depending on vehicle type, drive cycle, and engine calibration. And because CNG fuel systems are completely sealed, CNG vehicles produce no evaporative emissions. Visit FuelEconomy.gov to find more information about the environmental benefits and petroleum savings of commercially available light-duty natural gas vehicles.

Infrastructure and Vehicle Availability A wide variety of new, heavy-duty natural gas vehicles are available from U.S. original equipment manufacturers (OEM). For options, see NGV America's [Guide to Available Natural Gas Vehicles and Engines](#) and the [Heavy-Duty Vehicle and Engine Search](#). The number of light-duty natural gas vehicles from original equipment manufacturers are limited but growing. For availability see the [Light-Duty Vehicle Search](#) or [Clean Cities 2012 Vehicle Buyer's Guide](#).

Fleets and consumers also have the option of economically and reliably converting existing light-, medium-, or heavy-duty gasoline or diesel vehicles for natural gas operation using qualified system retrofitters. It is critical that all vehicle and engine **conversions** meet the emissions and safety **regulations** and standards instituted by

the U.S. Environmental Protection Agency, the National Highway Traffic Safety Administration, and state agencies like the California Air Resources Board.

9/14/2012

Alternative Fuels Data Center: Natural Gas Benefits

http://www.afdc.energy.gov/fuels/natural_gas_benefits.html

[Contacts](#) | [Web Site Policies](#) | [U.S. Department of Energy](#) | [USA.gov Content Last Updated: 07/30/2012](#)

4.F.2 Reports, Other - GIS

- Announcement/Proclamation**
 Special Presentation
 Report

- Consent**
 Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson	Presentation Time: 0 minutes	<input type="checkbox"/>
Subject: Regional GIS Initiative	Discussion Time: 0 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact		
Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A		

Background:

Staff has begun to further a dialogue regarding a SWCCOG GIS collaborative.

Three initial projects are being developed:

1. The team will work to develop a policy and procedure regarding a common set of attributes and data set information to be collected at the time of construction of the SCAN project. This is necessary to ensure that common information is entered into Etics and local GIS utility layers.
2. The team will meet with regional safety committee, and work on common issues regarding road center line matching, so that maps between counties and municipalities match up, and discuss common addressing issues. The regional mapping of gas and oil pipelines and facilities has been discussed. Much of this data is proprietary, but is essential to our emergency services staff safety when responding to a call.
3. Jon Gottsegen, State, GIS Coordinator from the Governor's Office of Information Technology is coming to meet with the SWCCOG GIS Team to discuss the needs of the regional effort to map all regional fiber, as well as state wide initiatives to develop addressing standards and other GIS issues.

Staff is also meeting with the Regional Technology Planning Team so that we are not duplicating work, and can collaborate on any and all projects.

Fiscal Impact:

Recommended Action:

Accompanying Documents:

ADDITIONAL INSTRUCTIONS

None

SWCCOG 2013 Budget Notes

Introduction

There are four sections of the SWCCOG Budget; SWCCOG general fund, All Hazards Grants, the Telecom DoLA Grant (SB232); and the Telecom Operations Budget. At this time, the numbers are flexible and can be changed based on SWCCOG priorities

I. General SWCCOG

Total SWCCOG revenue for 2013 includes Government Match, a proposed \$30K grant from DoLA and expected funding from CDOT for transit work.

Revenue:

Government match will go towards matching the DoLA grant proposal and will specifically cover project development expenses for the SCAN project and General SWCCOG Board priorities.

Transit Grant – Believe there will be Coordinating Council money available in 2013 but there is a required match. Estimating \$8,000.

Expenses:

The expenses reflect historical amounts but also include the proposal for a part-time bookkeeper (total \$20K) to learn the financials and be up and running by the end of 2013 to take on the fiscal management of the SWCCOG.

Rent – Includes \$50 a month for space in old Library on 2nd Ave.

Travel – Based on historical numbers (CARO meetings etc)

Meeting Expenses –Based on historical numbers but includes office supplies –could be reduced.

Legal – Estimated based on historical numbers

Advertising – Covers legal notices and annual report

Audit – Estimated costs that All Hazards grant cannot cover.

Postage –Based on historical numbers (most postage not charged but contributed through Region 9 and La Plata County).

Printing – Includes copy costs, paper and annual report.

Membership – Currently includes Colorado Association of Regional Organizations (CARO) annual membership

Liability insurance– Based on 2013 CIRSA estimate

CDOT – Would equal any revenue coming in for Transit.

II. All Hazards

Revenue:

Income is currently estimated as the total for the 2010 and 2011 grants, and the M&A for the 2012 grant. The 2009 and 2012 grants (minus the M&A) will be billed down in 2012. We will learn more once we see get the contracts for the 2010 and 2011 grants. Most of the expenses are estimates with the exception of consulting, equipment and audit.

Expenses:

Bookkeeper – The assumption is that some of the M&A money will be available in 2010 and 2011 funds to cover part of the proposed bookkeeper.

All Hazard equip –The majority of the grants are for equipment to the various agencies in the All Hazards Committee

Travel – This is the estimated costs for the All Hazards Coordinator that is hired by the Committee. This person does all the grant reporting, and coordination. This person will be paid out of the 2010 and 2011 or future 2013 grant funds.

Meeting expenses –Estimate only

Legal – Estimate only

Audit –This is the 2012 M&A grant amount. M&A can be used for audit and with the expectation that audit expenses will rise with this new Federal program, the recommendation is to budget it under audit.

Consulting –This is the estimated costs of the All Hazard Coordinator hired by the committee. Her contract should be approved on Oct. 11th. Currently she is working without payment, but has been part of this Committee for years and has been very helpful.

III. Telecom

Total Telecom Revenue for 2013 is estimated to be \$1,118,546 with a beginning fund balance of \$156,730; \$732,683 is revenue from DOLA grants, \$238,105 from Government match, \$21,465 from Region 9 match, \$20,000 match for other source and \$106,293 from In-Kind Project. This amount could vary depending on the 2012 year-end actual numbers.

Income Accounts

4010 - Grant DOLA Administration -- project management 75% reimbursed by grant.

4020 - Grant DOLA Construction -- 75% reimbursement by grant.

4950 - Match Government Administration -- 25% match for grant.

4951- Match Government Construction -- 25% match for grant.

4952-Region 9 Matching Funds -- Region 9 has been contributing 25% of the administration costs paid to Region 9 under their contract. For 2013 percentage was increased.

4955-In Kind Project Match -- This is the match that communities paid for their projects that was not reimbursed by the grant.

4956-Matching Funds Other -- Is matching fund from other entities (ie: libraries)

Expense Accounts

5638-Region 9 EDD -- Reimbursement for Responsible Administrator and Accounting.

5639-Infor Services-Project Mgmt --Donna Graves

5640-Consulting -- Miscellaneous consultants

5641-MS-Regional Project Mgmt -- Midstate expenses that are regional by nature that can't be allocated to a specific community.

5642-MS-Project Engineering & Mgmt -- Midstate expenses that are allocated to specific communities.

5645-Project Construction -- Funds paid to communities from grant funds.

5955-In Kind Project expense --This is the match that communities paid for their projects that was not reimbursed by the grant.

IV. Operations

Revenue

4000 · Lease of Excess Capacity (Sales)

Revenue from fiber IRU's with vendors.

Fee covers Network maintenance (staff hours and fiber).

Ramp Fees will be paid by any entity that touches the SCAN Network.

4001-Fiber Access (ramp) fee

This fee will be re-evaluated bi-annually to determine what is necessary for maintenance.

4002-Internet Usage

Based on

4003-Internet Admin Fee

Fee covers cost of routers & equipment

4004-E-Tics

Direct payment for service from COG members

4005 · Other Income

Expenses

5000 · Cost of Goods Sold

25% returned to local government

5401 Software

Maintenance (E-Tic)

5402 - Hardware

Maintenance (smart net)

5526 · Internet

Connectivity (100 Mb)

5527 · Internet & software

5528 · Fiber Locates

5529 · Inter-Regional
Fiber Routes (leases)
5637 · SCAN GM
5638 · Region 9 EDD
5640 · Consulting
5955 · In Kind Project
expense

Project Development
As needed
As needed for project development

- 1 Every organization that has DoLA grant fiber, whether they utilize it for Internet or not, agrees to pay the ramp fee of \$75 per month.
- 2 For every SCAN administered service that a SWCCOG member utilizes agrees to pay an administrative fee to the SCAN based on a usage formula.
- 3 Not all entities listed will aggregate their Internet demand through the SCAN consortium.
- 4 SWCCOG members will implement their SCAN fiber project at different times. For those communities building in 2012 it is assumed they will begin the ramp fee in 2013.
- 5 The SWCCOG Board at its discretion may elect to begin assessing the 'ramp fee to its members who have already installed their SCAN fiber.
- 6 The anticipated SWCCOG policies will govern SCAN operations in the future and this may change the revenue projections.
- 7 When SWCCOG members collaborate on services and they petition the SCAN to administer the project there will be an administrative fee levied for that SCAN administration service.
- 8 The expense budget contemplates an initial purchase of 100 MB Internet pipe for the SWCCOG membership to aggregate their demand. This may increase over time as more members aggregate their Internet demand.
- 9 The fiber maintenance line item in expenses is set initially to 8% of the SCAN budget but it will be limited to 16% of the entire SCAN budget by policy.

5.A

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson / Laura Lewis Marchino	Presentation Time: 2 minutes	<input type="checkbox"/>
Subject: Draft 2013 Budgets for review	Discussion Time: 5 minutes	
<p>Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact</p> <p>Committee Approval _____ <input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A</p>		

Background:

In this packet you will find the draft budgets for the SCAN project, the general SWCCOG, the SCAN Operations budget, and the All Hazards Grant Budget.

Staff will bring the budgets to the Board for approval at the SWCCOG meeting in December 2012. Staff would like the Board to review the budgets as presented, and offer any questions or comments as necessary.

A. Budget

- i. 2013 SCAN Implementation and Operation Budgets*
- ii. 2013 Draft Budget*

The Draft Budgets will be sent as additional attachments in excel to that they can be read more easily. Please let me know if you would rather have them in pdf format.

Fiscal Impact:

Recommended Action:

Accompanying Documents: 2013 Budget notes, 2013 SCAN Implementation and Operations Budget, 2013 SWCCOG Draft Budget

ADDITIONAL INSTRUCTIONS

None

SERVICE	(\$75 / month)	Sub-Total	Annual Revenue
Network Access (ramp charge)			Total
*Bayfield		\$3,600.00	\$35,100.00
Town	\$900.00		
Library	\$900.00		
School District	\$900.00		
Bayfield Early Learning (PreSchool)			
Adult Education			
Fire Station	\$900.00		
US Forest Service Office			
US Post Office			
* Cortez		\$900.00	
Town	\$900.00		
Library			
School District			
Cortez Fire District			
Animal Shelter			
Recreation Center			
Southwest Memorial Hospital			
Southwest Mental Health Center			
Southwest CO Workforce Center			
Southwest Physical Health			
US Forest Service Office			
USDA NRCS Field Service Center			
* Dolores		\$2,700.00	
Town	\$900.00		
Library	\$900.00		
School District	\$900.00		
Dolores Fire District			
Dolores Medical Center			
US Post Office			
* Dove Creek		\$2,700.00	
Town	\$900.00		
Library	\$900.00		
School District	\$900.00		
Fire Station			
Community Center			
Emergency Services			
Dove Creek WIC Clinic			
Community Health Clinic			
Colorado State University Extension Office			
US Post Office			
USDA NRCS Field Service Center			
* Durango		\$1,800.00	
Town	\$900.00		
Library			
School District	\$900.00		
Durango Fire & Rescue			
Animas Surgical Hospital			
Mercy Medical Center			
Tri-State Care Flight			
Durango Urgent Care Center			
Durango WIC Clinic			
Four Corners Helath Care Center			
Southwest Colorado Mental Health Center			
Colorado Bureau of Investigation - Durango			
Colorado Department of Transportation			
Colorado State Patrol			
Colorado Division of Wildlife			
Regional Housing Alliance			
Southwest Colorado Health			
Social Security Administration			
Southwest Colorado Board of Cooperative Services			
US Corps of Engineers			
Department of Natural Resources			
Federal Bureau of Investigation			
Social Security Administration			
Bureau of Reclamation Western Colorado			
USDA NRCS San Juan RC&D			
USDOI San Juan Public Lands Center			
US Post Office			
* Ignacio		\$2,700.00	
Town	\$900.00		
Library	\$900.00		
School District			
Los Pinos Fire Station	\$900.00		
Pine River Valley High School			
US Post Office			
* Mancos		\$3,600.00	
Town	\$900.00		
Library	\$900.00		
School District	\$900.00		
Mancos Fire District	\$900.00		
Mancos Valley Health			
US Post Office			
* Pagosa Springs		\$5,400.00	
Town	\$900.00		
Library	\$900.00		
Pagosa Springs School District	\$900.00		
Archuleta High School			
Colorado State University Extension Office			
Fire Station	\$900.00		
Family Medical Center			
Pagosa Mountain Hospital	\$900.00		
Pagosa area Waste Water Service (PAWS)	\$900.00		
Pine Ridge Extended Care			
Southwest CO Workforce Center			
Southwest CO Mental Health Center			
Upper San Juan Health Services District			
US Forest Service Office			
US Post Office			
* Rico			
Town			
Rico Branch Library			
Rico Elementary School			
Rico Fire Protection District			
US Post Office			
* Silverton		\$5,400.00	

Town	\$900.00	
Library	\$900.00	
School District	\$900.00	
Emergency Services	\$900.00	
Visitor's Center	\$900.00	
Kendall Mountain Recreation Center	\$900.00	
San Juan County Health Nurse		
US Post Office		
* Dolores County	\$900.00	\$900.00
* La Plata County	\$900.00	\$900.00
* Archuleta County	\$900.00	\$900.00
* San Juan County	\$900.00	\$900.00
Museum	\$900.00	\$900.00
Heritage Society	\$900.00	\$900.00
Preschool BLDG	\$900.00	\$900.00

	<u>Internet Purchase</u>	<u>\$13 / MB</u>	<u>Sub-Total</u>	<u>Annual Revenue</u>	<u>Total</u>	<u>Internet Admin monthly Fee</u>	<u>Annual</u>
*Bayfield							
Town	31.5		\$409.50	\$4,914.00		\$47.25	\$567.00
Library	20.0		\$260.00	\$3,120.00		\$30.00	\$360.00
School District	55.0						
Bayfield Early Learning (PreSchool)	5.0						
Adult Education	10.0						
Fire Station	15.0						
US Forest Service Office	1.5						
US Post Office	1.5						
* Cortez							
Town	81.5		\$1,059.50	\$12,714.00		\$122.25	\$1,467.00
Library	20.0						
School District	136.0						
Cortez Fire District	6.0						
Animal Shelter	1.5						
Recreation Center	5.0						
Southwest Memorial Hospital	20.0						
Southwest Mental Health Center	10.0						
Southwest CO Workforce Center	10.0						
Cortez WIC Clinic/Montezuma Health Dept	5.0						
Montezuma County Housing Aythority	5.0						
Southwest Physical Therapy	10.0						
US Forest Service Office	1.5						
USDA NRCS Field Service Center	1.5						
* Dolores							
Town	10.0		\$130.00	\$1,560.00		\$15.00	\$180.00
Library	30.0		\$390.00	\$4,680.00		\$45.00	\$540.00
School District	80.0						
Fire District	5.0						
Dolores Medical Center	20.0						
US Post Office	1.5						
* Dove Creek							
Town	30.0						
Library	30.0		\$390.00	\$4,680.00		\$45.00	\$540.00
School District	46.5						
Fire Station	1.5						
Community Center	10.0						
Emergency Services	1.5						
Dove Creek WIC Clinic	5.0						
Community Health Clinic	20.0						
Colorado State University Extension Office	1.5						
US Post Office	1.5						
USDA NRCS Field Service Center	1.5						
* Durango							
Town	90.0		\$1,170.00	\$14,040.00		\$135.00	\$1,620.00
Library	50.0		\$650.00	\$7,800.00		\$75.00	\$900.00
School District	240.0						
Durango Fire & Rescue	3.0						
Animas Surgical Hospital	20.0						
Mercy Medical Center	50.0						
Tri-State Care Flight	5.0						
Durango Urgent Care Center	20.0						
Durango WIC Clinic	10.0						
Four Corners Helath Care Center	20.0						
Southwest Colorado Mental Health Center	10.0						
Colorado Bureau of Investigation - Durango	10.0						
Colorado Department of Transportation	5.0						
Colorado State Patrol	5.0						
Colorado Division of Wildlife	5.0						
Regional Housing Alliance	5.0						
Southwest Colorado Health	10.0						
Social Security Administration	5.0						
Southwest Colorado Board of Cooperative Services	5.0						
US Corps of Engineers	5.0						
Department of Natural Resources	5.0						
Federal Bureau of Investigation	10.0						
Social Security Administration	5.0						
Bureau of Reclamation Western Colorado	5.0						
USDA NRCS San Juan RC&D	5.0						
USDOI San Juan Public Lands Center	5.0						
US Post Office	1.5						
* Ignacio							
Town	30.0		\$390.00	\$4,680.00		\$45.00	\$540.00
Library	30.0		\$390.00	\$4,680.00		\$45.00	\$540.00
School District	100.0						
Los Pinos Fire Station	1.5		\$19.50	\$234.00		\$2.25	\$27.00
Pine River Valley High School	30.0						
US Post Office	1.5						
* Mancos							
Town	25.0		\$325.00	\$3,900.00		\$37.50	\$450.00
Library	20.0		\$260.00	\$3,120.00		\$30.00	\$360.00
School District	70.0						

Four Corners Helath Care Center
 Southwest Colorado Mental Health Center
 Colorado Bureau of Investigation - Durango
 Colorado Department of Transportation
 Colorado State Patrol
 Colorado Division of Wildlife
 Regional Housing Alliance
 Southwest Colorado Health
 Social Security Administration
 Southwest Colorado Board of Cooperative Services
 US Corps of Engineers
 Department of Natural Resources
 Federal Bureau of Investigation
 Social Security Administration
 Bureau of Reclamation Western Colorado
 USDA NRCS San Juan RC&D
 USDOI San Juan Public Lands Center
 US Post Office

*** Ignacio**

Town
 Library
 School District
 Los Pinos Fire Station
 Pine River Valley High School
 US Post Office

*** Mancos**

Town
 Library
 School District
 Mancos Fire District
 Mancos Valley Health
 US Post Office

*** Pagosa Springs**

Town
 Library
 Pagosa Springs School District
 Archuleta High School
 Colorado State University Extension Office
 Fire Station
 Family Medical Center
 Pagosa Mountain Hospital
 Pagosa area Waste Water Service (PAWS)
 Pine Ridge Extended Care
 Southwest CO Workforce Center
 Southwest CO Mental Health Center
 Upper San Juan Health Services District
 US Forest Service Office
 US Post Office

*** Rico**

Town
 Rico Branch Library
 Rico Elementary School
 Rico Fire Protection District
 US Post Office

*** Silverton**

Town
 Library
 School District
 Emergency Services
 Visitor's Center
 Kendall Mountain Recreation Center
 San Juan County Health Nurse
 US Post Office

*** Dolores County**

\$2,100.00 \$2,100.00

*** La Plata County**

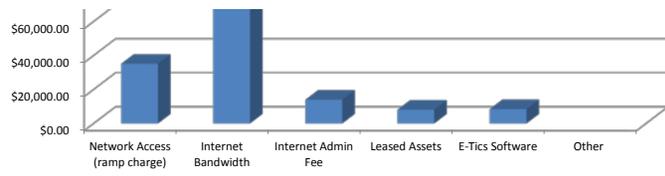
*** Archuleta County**

*** San Juan County**

=====
 \$8,400.00

<u>Network Access (ramp charge)</u>	\$35,100.00	Fee covers Network maintenance (staff hrs & fiber)
<u>Internet Bandwidth</u>	\$120,978.00	Fee covers cost of Internet & Transport (port fees)
<u>Internet Admin Fee</u>	\$13,959.00	Fee covers cost of routers (Hub & entity)
<u>Leased Assets</u>	\$8,055.00	Revenue from fiber IRU's
<u>E-Tics Software</u>	\$8,400.00	Direct payment for service from COG members
<u>Other</u>		
Total Projected Revenue	\$186,492.00	





	100	200	830	900	
	General	All Hazards	Telecom	SCAN	Total
Income					
4000 · Lease of Excess Capacity (Sales)				8,055	8,055
4001-Fiber Access (ramp) fee				24,750	24,750
4002-Internet Usage				100,178	100,178
4003-Internet Admin Fee				10,839	10,839
4004-E-Tics				8,400	8,400
4005 · Other Income					0
4010 · Grant-DOLA Admin	14,000		29,314	16,000	59,314
4020 · Grant DOLA-Construction			703,369		703,369
4040 · Grant-Transit	8,000				8,000
4950 · Match-GOV Admin	28,000		57,579		85,579
4951· Match-GOV Construction			180,526		180,526
4952 · Region 9-Matching Funds			21,465		21,465
All Hazard Grant		377,424			377,424
4955 · In Kind Project Match			106,293		106,293
4956 · Matching Funds Other			20,000		20,000
Total Income	50,000	377,424	1,118,546	168,222	1,714,192
Cost of Goods Sold					
5000 · Cost of Goods Sold				2,014	2,014
Gross Profit	50,000	377,424	1,118,546	166,208	1,712,178
Expense					
5009 · Bookkeeper	10,000	5,000			15,000
5200 · All Hazard Equipment		349,964			349,964
5401 Software Maintenance (E-Tic)				8,400	
5402 - Hardware Maintenance (smart net)				36,200	
5410 · Rent	600				600
5510 · Travel & Ent	1,000	3,080	2,005		6,085
5512 · Meeting Exp	400		548		948
5515 · Legal Fees	3,000	212	4,196		7,408
5520 · Advertising	300		216		516
5521· Website			810		
5525 · Audit	6,000	5,388			11,388
5526 · Internet Connectivity (100 Mb)				15,000	
5527 · Internet & software			1,026		1,026
5528 · Fiber Locates				15,000	
5529 · Inter-Regional Fiber Routes (leases)				46,500	
5532 · Postage	128	100	35		263
5535 · Printing/Reproduction	400	100	107		607
5540 · Membership/Sub	250		0		250
5555 · Liability Insurance	2,693		0		2,693
5637 · SCAN GM			0	50,000	50,000
5638 · Region 9 EDD			30,861		30,861
5639 · Infor Services-Project Mgmt			1,280		1,280
5640 · Consulting		13,580	175		13,755
5641 · MSC-Regional Project Mgmt			22,233		22,233
5642 · MSC-Project Engineering & Mgmt			85,039		85,039
5643 · Transit	8,000				8,000
5644 · AmeriCorp Member	1,500				1,500
5645 · Project Construction			706,992		706,992
5955 · In Kind Project expense			106,293		106,293
Total Expense	34,271	377,424	961,816	171,100	1,422,701
Net Income	15,729	0	156,730	-4,892	167,567
Beginning Fund Balance	4,500	0	-156,730	9,000	-143,230
Ending Fund Balance		0	0	4,108	24,337

5.B

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Susan Hakanson	Presentation Time: 2 minutes	<input type="checkbox"/>
Subject: SWCCOG Committee Review & Nominations Committee	Discussion Time: 5 minutes	
Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact		
Committee Approval _____ <input type="checkbox"/> Yes <input type="checkbox"/> N/A		

Background:

In October of each year, the SWCCOG Board reviews the standing committees and decides membership for the following year.

Committee lists approved in fall 2011:

- Housing Committee – put on hold
- Transportation Committee – put on hold
- Legislative Committee
- Joint Telecommunications Committee
- Nominations Committee (2012 Committee in place)
- Administrative Committee

Fiscal Impact: NA

Recommended Action: 1. Review and appoint 2012 standing committee members with the understanding that membership may be amended after fall elections.

5.B

Accompanying Documents:

ADDITIONAL INSTRUCTIONS

5.B i

- Announcement/Proclamation
- Special Presentation
- Report

- Consent
- Decision

AGENDA SUBMISSION FORM
Southwest Colorado Council of Governments

Date of Board Meeting: November 2, 2012		<input type="checkbox"/>
Staff: Laura Lewis Marchino / Susan Hakanson	Presentation Time: 2 minutes	<input type="checkbox"/>
Subject: CARO Membership and Dues	Discussion Time: 2 minutes	
<p>Reviewed by Attorney? <input type="checkbox"/> Yes Attorney: _____ <input checked="" type="checkbox"/> N/A <input type="checkbox"/> No fiscal impact</p> <p>Committee Approval _____ <input type="checkbox"/> Yes <input type="checkbox"/> N/A</p>		

Background:

In 2011, the SWCCOG Board voted to be a member of the Colorado Association of Regional Organizations (CARO). Region 9 was already a member and Laura Lewis Marchino was newly elected as the CARO Chair. The membership was for the SWCCOG and Laura (at the time, SWCCOG staff support) was named to serve as the SWCCOG representative with an elected official as the alternate. Due to the SWCCOG Board requesting more separation from Region 9, going forward the SWCCOG will need to appoint a representative and an alternative to attend CARO quarterly meetings in 2013. Region 9 will also be participating as an organization and Laura will be their representative. Membership is open to COGS and economic development districts. The dues will be \$250 for 2013.

The next CARO meeting will be Thursday, November 15th from 10 a.m. –3:00 p.m. The meeting will be hosted by DRCOG, and will be held at their offices:

Denver Regional Council of Governments
 1290 Broadway, Ste. 700 Denver, CO 80203

The meeting will be held in the Wolf Creek Pass conference room. Lunch will be provided.

Fiscal Impact: \$250.00

Recommended Action:

Approval of the SWCCOG membership in CARO for 2013, at the expense of \$250 for annual dues.

Appointment of _____ to represent the SWCCOG at 2013 CARO meetings.

Accompanying Documents:

5.B i

ADDITIONAL INSTRUCTIONS

None

**SOUTHWEST COLORADO COUNCIL OF GOVERNMENTS
as of February 2, 2012**

Committee Members List

Legislative Committee

1. Chris La May
2. Ron LeBlanc, Durango City Manager
3. Shane Hale
4. Greg Schulte

Telecommunications Committee

1. Ernie Williams, Dolores County
2. David Mitchem, Pagosa Springs Town Manager
3. William Tookey, San Juan County Administrator
4. Jason Wells, Silverton Town Manager
5. Miriam Gillow-Wiles, Ignacio Town Planner
6. Shane Hale, City of Cortez

Non-voting reps:

Bryan Crawford
Rick Smith, Cortez
Eric Pierson, Durango
David Bygel, La Plata County
Larry Escue, Pagosa
Brian Crane

Administration Committee ad-Hoc

1. Greg Schulte
2. Ron Le Blanc
3. Joanne Spina
4. Tom Yennerell

CARO Representative

1. Laura Lewis Marchino (Region 9)
2. Ryan Mahoney

Committees are reviewed once a year per the direction of the SWCCOG.