

**Southwest Colorado Council of Governments
February Board Meeting
Friday, 5 February 2016, 1:30pm
1188 E. 2nd Ave., Carnegie Building, Durango, CO 81301**

In Attendance:

Andrea Phillips – Town of Mancos
Dick White – City of Durango
Rick Smith – City of Cortez
John Egan – Town of Pagosa Springs
Greg Schulte – Town of Pagosa Springs
Ernie Williams – Dolores County
Lana Hancock – Town of Dolores
Michelle Nelson – Town of Bayfield
Joe Kerby – La Plata County

Staff in Attendance:

Miriam Gillow-Wiles – Southwest Colorado Council of Governments
Sara Trujillo – Southwest Colorado Council of Governments
Jessica Laitsch – Southwest Colorado Council of Governments
Shannon Cramer – Southwest Colorado Council of Governments

Guests in Attendance:

Kip Turner – Director, Durango-La Plata Airport
Steve Parker – Chairman, Durango-La Plata Airport
John Whitney – Senator Bennet's Office
Sidny Zink – Transportation Commissioner
Roger Zalneraitis – La Plata County Alliance
Darlene Marcus – Congressman Tipton's Office
Brad Blake – La Plata County Commissioner
Scott Lewandowski – Town of Pagosa Springs

I. Introductions

The meeting was called to order at 1:40pm.

II. Item of Interest: Durango-La Plata Airport

Kip Turner and Steven Parker gave an overview of past and current airport operations. Discussed was the need for terminal, parking, ramp, and de-ice pad expansions to ensure that this \$286 million per year economic contributor is sustainable. Three options for expansion included, A) renovate the current terminal, B) expand upon the current terminal, or C) build a new terminal on the East side of the airport. Option C was accepted as this will provide a 40 to 50-year build out plan at a comparative price to the other options that would not allow space for future expansion in the future. This plan will cost approximately \$83-85 million with the FAA contributing \$35-40 million and the airport contributing \$8-9 million. This will leave \$40 million to come from tax payers. Joe Kerby said there is legislation proceeding to allow governmental entities across state lines to enter into agreements that could potentially assist with the \$40 million cost. Any future expansions will be 100% funded from the airport making this a one-time cost to the tax payers. COG members wanted to know the exact economic benefit of the \$286 million per year for each community. Roger Zalneraitis said a study is currently underway that will provide this information; this will be distributed to communities when completed. Steve

Parker suggested COG members participate in a “Go Where Your Bags Go” tour to gain a better understanding of the airport needs. A tour date and time will be arranged by COG staff.

III. Budget Hearing: 2015 Final Budget Amendment

Andrea Phillips opened the public hearing at 2:45pm. With no public questions or comments the public hearing was closed at 2:46pm.

Two documents were presented, 1) October 2015 budget amendment compared to the final budget amendment, and 2) a three-year actual comparison. Sara Trujillo commented that the largest change in the final amendment came from minimal or no movement on DoLA Technical Assistance Grant 7645 and DoLA Downtown Grant 8011. No further questions or comments were made.

Michelle Nelson motioned to approve the 2015 Final Budget Amendment, John Egan seconded, unanimously approved.

IV. Consent Agenda

- a. 7 January 2016 4CORE Meeting Minutes (Andrea, Dick, Julie, Michael)
- b. 8 January 2016 Broadband Meeting Minutes
- c. 8 January 2016 SWCCOG Meeting Minutes
- d. 26 January 2016 Executive Committee Meeting Minutes (Andrea, John)
- e. December 2015 Financials

Andrea Phillips requested a motion to separate these items for approval.

Dick White motioned to separate the consent agenda items for individual approval, Michelle Nelson seconded, unanimously approved.

7 January 2016 4CORE Meeting Minutes (Andrea, Dick, Julie, Michael)

Dick White motioned to approve the 7 January 2016 4CORE Meeting Minutes, Andrea Phillips seconded, unanimously approved.

8 January 2016 Broadband Meeting Minutes

Dick White motioned to approve the 8 January 2016 Broadband Meeting Minutes, Rick Smith seconded, unanimously approved.

8 January 2016 SWCCOG Meeting Minutes

Dick White said the verbiage on top of page 6 mentioning “seller plans to purchase” needs to be updated to show “the seller purchased” as this sale was complete.

Dick White motioned to approve the 9 January 2016 SWCCOG Meeting Minutes with the change mentioned, Michelle Nelson seconded, unanimously approved.

26 January 2016 Executive Committee Meeting Minutes

John Egan motioned to approve the 26 January 2016 Executive Committee Meeting Minutes, Andrea Phillips seconded, unanimously approved.

December 2015 Financials

Dick White motioned to approve the December 2015 Financials, John Egan seconded, unanimously approved.

V. Reports

a. Director's Report

4CORE: Miriam Gillow-Wiles gathered 4CORE information to include job descriptions, salary scales, benefits, and the 2016 budget. This information has been reviewed, and with cursory calculations, Miriam thinks both 4CORE and the SWCCOG could save funding and the change could be beneficial for both organizations.

Legislative Tracking: Miriam has been working with Denver Regional and Pikes Peak COGs to understand their processes and policies for legislative work and to easily adapt their policies for the SWCCOG. Jessica Laitsch will be tracking some of the legislation and will send out talking points and a template for COG members if any of the bills move through while Miriam is out of the country between February 8 and 19.

Board Member Handbook: Miriam is working on creating a Board Member Handbook and plans to have this complete for the annual Board Retreat. This will include roles of the Executive Committee members, history, general information, contact information for all the Board Members, and other important information about the SWCCOG.

Leave: Miriam reported that she will be out of the country on PTO February 8-19th and unavailable by phone or email.

b. Broadband Report

Miriam Gillow-Wiles reported that the Broadband Planning process is going along well. The January meeting discussed broadband friendly ordinances and policies that local governments can enact. NeoFiber is working on mapping the physical assets of the region, including SCAN assets (Diane Kruse with NeoFiber has been provided maps for Dove Creek, Dolores, Mancos, San Juan/Silverton, Ignacio, Bayfield, and Pagosa Springs). NeoFiber will be contacting the communities and counties that maintain their own GIS databases for those maps as well. In addition, NeoFiber will be contacting the administration of each organization as well as IT. Diane Kruse will be in the region from March 2-4. She will be meeting with ISPs, public sector people, and eventually the private sector IT. The next Broadband meeting will be held prior to the SWCCOG Board Meeting on March 4th, from 10-11:30 a.m. After this visit and Diane's discussion with the ISPs in early March, the public meeting process will get underway.

c. Transportation Report

TPR: There are two transportation bills being introduced in the house. The first is for the appointment of representatives of the Southern Ute and Ute Mountain Ute Tribes as voting members of the Statewide Transportation Advisory Committee (STAC). The TPR will be sending a letter of support for this bill. The second bill will allow for the STAC to provide advice directly to the Transportation Commission. Ernie Williams suggested that the COG also provide a letter of support as the tribes contribute a lot of funds and should be allowed a vote at STAC. **John Egan motioned to have COG staff create a letter of support for tribal voting at STAC, Dick White seconded, unanimously approved.**

Transit:

The Transit Council met on Friday, January 15, 2016. There was discussion about working more closely with groups that would benefit from transit. There was also discussion about the need to improve inter-connectivity between transit systems. A bill has been introduced in the senate to eliminate the use of FASTER fee revenue for transit. The next Transit Council meeting will be held Friday, March 18 at 9:00 a.m. at the Carnegie Building.

d. VISTA's Report (Includes Shared Services)

Shared services project: Shannon Cramer presented a spreadsheet that contains information received from the local governments about various items including: heavy equipment, office supplies, road supplies, and trainings. Shannon identified the need to have a state purchasing agreement for office supplies and contacted the state in order to find some information on getting started with the state program. Accordingly, a representative will be present to answer any questions at the March board meeting. In addition, work has been done to put together CDL and water/wastewater trainings.

Recycling project: Shannon reported progress on the task force's request from the last meeting for a centralized website and educational materials. Contact has been made with multiple local marketing companies to speak with them about what the website might look like and the different aspects it would take to make the educational materials useful. This research also helped develop an idea for how much money to ask from the RREO grant through the CDPHE. With the DoLA 2016 Technical Assistance Grant providing \$15,000 in match funds, with board approval, Shannon will complete the RREO application for \$30,000.

VI. Discussion Items

a. Legislative Committee

Miriam Gillow-Wiles reported that in previous years the COG has had a Legislative Committee to help staff monitor legislation. This legislative season, with a number of bills that will be of importance to the SWCCOG membership, it would be great to have a few board members to call upon as needed. The committee would need to be empowered to act in support of the COG Board if certain legislation were to move quickly. Joe Kirby suggested selecting one city and one county member. Miriam said she will put together a one-page policy document outlining the responsibilities of the committee. John Egan asked that this document be presented at the March board meeting prior to the selection of a Legislative Committee. If legislative issues arise prior to the March meeting and selection of a committee, the COG Executive Committee will handle as necessary.

b. Legislation Update

The board packet included summaries and their fiscal impact for three transportation related bills currently working their way through the legislature that include:

- SB16-011 – Terminate the use FASTER fees for transit
- HB16-1018 – Statewide Transportation Advisory Committee Procedures
- HB16-1031 – Modify Transportation Commission Membership

In addition, there is a bill sponsored by Representative Coram to allow the Southern Ute and Ute Mountain Ute Tribes to vote at the Statewide Transportation Advisory Committee (STAC). Miriam Gillow-Wiles reported that currently, under State Statute, both Tribes are invited to STAC but not allowed to vote.

- HB16-XXXX – Allow Tribes to Vote at Statewide Transportation Advisory Committee

VII. Decision Items

a. Approval of 2015 Final Budget Amendment

This item was previously voted on.

b. DoLA Technical Assistance 2015 Grant Extension

The SWCCOG applied for a grant extension for the 2015 DoLA Technical Assistance Grant. The extension was approved by DoLA with a new end date of June 30, 2016.

Michelle Nelson motioned to approve the DoLA Technical Assistance 2015 Grant Extension, Dick White seconded, unanimously approved.

c. 4CORE Direction

With positive feedback at the January COG board meeting, Miriam Gillow-Wiles requested more information from the 4CORE Board members regarding job descriptions, compensation, salary, and the 2016 budget. After looking through some of the compensation information and looking at organizational charts, Miriam feels there is considerable savings and benefit to be had. However, with the knowledge that 4CORE is currently searching for an Executive Director, Miriam requested further direction from the Board as she is not sure how much more time should be spent if 4CORE succeeds in filling the Executive Director position. Dick White said this is a valuable opportunity to the COG and region worth the time to do further research. Miriam suggested inviting the 4CORE board to the annual board retreat; the board agreed.

d. Retreat Date Selection

Miriam Gillow-Wiles reported that staff will be moving the budget process up from the fall to the summer so the SWCCOG's budget will be finalized before the member's budget processes are in full swing. To start the 2017 budget, a retreat is necessary to set goals. The retreat will include the regularly scheduled board meeting, the broadband meeting, and a meeting with 4CORE. Lunch will be provided. Marsha Porter-Norton was suggested as a facilitator. April and May dates were presented as options.

John Egan motioned to hold the COG Board Retreat on May 6, 2016, Joe Kerby seconded, unanimously approved.

e. Approval to Apply for RREO Grant

The Recycling Taskforce, which was formed from the 2014-2015 RREO Waste Audit Grant, wants to work on educational materials to help drive diversion. A grant opportunity has presented that COG staff would like to apply for. Information about the 2016-2017 RREO Application:

- Applying for \$30,000 with \$15,000 as match from DoLA Technical Assistance 2016 Grant
- Create a centralized website and educational materials for private and public entities
- March 4th application due date, which is also the same day as the next SWCCOG Meeting
- As a precaution, we will advertise an RFP with both \$15,000 and \$45,000 budgets prior to the RREO notification. The RFP will be advertised in late March. The rationale for this is to ensure we are able to spend the DOLA funding before Dec 2016.
- An RREO application was identified in the 2016 Budget

Dick White motioned to have COG staff apply for the RREO Grant, John Egan seconded, unanimously approved.

VIII. Other Items

- a. Community Updates (if time allows)

Time did not allow for community updates.

The meeting was adjourned at 3:37pm