MINUTES OF AUGUST 15, 2012

GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT
817 COLORADO AVE, SUITE 104B
GLENWOOD SPRINGS, COLORADO

1. **Call to Order. Meeting Convened at 9:10 a.m.**

   a. Motion by Director Samson to allow Director Schmela to attend meeting via phone, seconded by Director Rippy. Passed, Vote of 2-0.

2. **Roll called by Patti Payne**

   Director Gregg Rippy, Present
   Director Mike Samson, Present
   Director Eric Schmela, Present via Phone

   Quorum established.

   Also in attendance: Andrew Gorgey, Legal Counsel
   Patricia Payne, Administrative Assistant to the Board
   Ryan Mackley, Spruce Creek Multimedia
   Debbie Sanderson, ReMax Country of New Castle

3. **Additions or Changes to Agenda.**

   NONE

4. **Approval of Minutes.**

   a. Motion to approve minutes as submitted, of July 18, by Director Samson, seconded by Director Rippy. Passed, Vote of 3-0.

5. **Consent Calendar.**

   a. Approve Expenses
      I. Motion to approve expenses as submitted, by Director Samson, seconded by Director Schmela. Passed, Vote of 3-0.

6. **Comments from Public on Items Not Scheduled on the Agenda.**

   Debbie Sanderson with ReMax Country of New Castle introduced herself. Debbie came to inquire about the next grant cycle. She is representing a Home Owners Association. Legal Counsel explained to Ms. Sanderson the Federal Mineral Leasing Act and types of

funding and the eligible entities of the State of Colorado, specifically political subdivisions. Metropolitan Districts and Special Districts are political subdivisions of the State of Colorado.

7. Reports or Updates.

a. 2011 audit reporting package discussion. Audit adjustment of $128 for check printing. Director Rippy had to sign a document indicating the district did not comply with the budgetary analysis as required. The District got a clean audit, with a favorable review. Director Schmela is concerned about a statement in the ***Financial Reporting Entity*** section. The statement ***"The District is considered to be discretely presented component unit of Garfield County and therefore is also reported in the Garfield County Comprehensive Annual Financial Report".*** That should be removed from the report. Drew to ask Dalby to send a corrected Financial Statement and Independent Auditor's Report. Again this is for the 2011 fiscal year. Drew will look into this. Staff suggested to the Board to not hire Dalby again for 2012 fiscal year audit.

b. Spring Cycle request for copies from Elk Creek Homeowners Association and RFTA. Elk Creek HOA paid 25 cents per copy.

c. All Grant Agreements are in order and have been mailed out to the grant recipients.

d. Drew may become an employee of the District. He will continue to think about this and advise at a later date.

e. RFP for Engineering needs to be completed.

f. Senora Institute request for By-laws. The District will make the Organizational Resolution available for inspection, by placing it on the website.

8. Unfinished Business.

a. Garfield County Housing Authority – Policy Decision
   I. Eligible applicant? Yes.
   II. Is this the type of planning application the District would like to fund?
   III. Application is currently on pending status.
   IV. Safe direction to take is to not fund the application.

9. New Business.

a. Grant Application for Fall 2012
   I. Reflects changes the Board has discussed. Limiting eligible applications to two (2) per cycle. Discussion on the number of applications per entity. Discussion on various types of special districts.
   II. Mini grant cap at 10% per cycle of total amount available funding.
   III. 25 pages for traditional grant and 15 pages for mini grant
   IV. Instructions allow board to request additional information.
   V. Affidavit included with application verifying application is true and correct.
   VI. Traditional application has 20 questions. Mini Grant application has 8 questions.
   VII. Motion made by Director Samson to accept Fall 2012 Grant Application as presented and amended by Legal Counsel, seconded by Director Schmela. Passed, Vote 3-0.
   VIII. Director Schmela left the meeting to catch a flight. Quorum still present.

b. Fall 2012 Grant Program/Website, etc.
   I. Motion by Director Samson to empower Drew Gorgey to work with Ryan Mackley seconded Director Rippy. Passed, Vote 2-0.
   II. PDF issues from Spring Cycle are no longer present.
   III. Website hits since April 24, 2012 is 676.
   IV. Pages need to be added – FAQ's, Press Releases, photos of completed projects.

c. It was determined the District does not need a District Open Records Policy, because they currently meeting their obligation with Colorado State Law.

10. Other Business

a. Project signs are included with the Grant Agreements and the District is responsible for the signs. **"This Project is funded in part by Garfield County Federal Mineral Lease District"** Staff to contact Brett Morrison for exterior signs. It was suggested to contact Microplastics in Glenwood Springs for interior signs.

b. Projected revenue numbers have not been received yet. This will be a direct deposit. Drew to check on this.

c. Motion by Director Samson to authorize any two directors to sign a check when directed by staff and legal counsel seconded by Director Rippy. Passed, Vote 2-0.

11. Next Meeting Date and Location.

Wednesday, September 12, 2012, 9:00 a.m. – District Office

Adjourn at 10:57 a.m.

9-12-12

Eric Schmela, Secretary Date