

MINUTES OF OCTOBER 10, 2012

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

1. Call to Order. Meeting Convened at 9:09 a.m.

2. Roll called by Patti Payne

Director Gregg Rippey, Present
Director Mike Samson, Present
Director Eric Schmela, Excused

Quorum established.

Also in attendance:

Andrew Gorgey, General Counsel
Patricia Payne, Administrative Assistant to the Board

3. Additions or Changes to Agenda.

- a. Andrew Gorgey requested Board to add County Attorney & Commissioner working group to the agenda. Motion to approve addition as submitted as item 7.b, by Director Schmela, seconded by Director Samson. Passed, Vote of 3-0.

4. Approval of Minutes.

- a. Motion to approve minutes as submitted, of September 12, by Director Samson, seconded by Director Rippey. Passed, Vote of 3-0.

5. Consent Calendar.

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

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

NONE

7. Reports or Updates.

- a. Pinnacol Assurance – Motion made by Director Schmela to ratify chair's signature for workers compensation coverage for two new part-time employees, seconded by Director Samson. Passed, Vote of 3-0. Coverage will be through March 1, 2013.
- b. County Attorney & Commissioners working group – Possible observation of meeting in Utah, Community Impact Board. November 1st meeting in Moab, Utah, starts at 1pm at the Red Cliffs Lodge.
 - i. Motion to go into executive session pursuant to § 24-6-402(4)(b), C.R.S. (2012) for the purpose of receiving legal advice on the attendance of the Directors at the Community Impact Board Meeting in Moab, Utah for the district by Director Samson, seconded by Director Schmela. Passed, Vote of 3-0.
 - ii. Return to open meeting. Motion to end executive session made by Director Samson, 2nd by Director Schmela. Discussion was limited to the topic announced before the Board entered Executive Session. Passed, Vote of 3-0.
 - iii. Discussion of posting notices.

8. Unfinished Business.

- a. Staffing and related matters
 - i. Job descriptions for General Counsel and Administrative Assistant to the Board are on file and available for Board review. Both positions effective October 1, 2012. Administrative Assistant position is non-exempt under the FLSA with overtime for hours over 40 per week. Motion to ratify President's letter to Patricia A. Payne by Director Samson and 2nd by Director Schmela. Passed, Vote of 3-0.
- b. Presentation of RFP regarding engineering consulting services. Motion to strike 8b under Unfinished Business and add under New Business to 9a to include Management discussion and Governmental Accounting Standards Board by Director Schmela, 2nd by Director Samson. Passed, Vote of 3-0.

9. New Business.

- a. Presentation of FY 2013 Proposed Budget with Management discussion.
 - i. 2013 Proposed Budget for the Garfield County Federal Mineral lease District as prepared by Director Rippey and Administrative Assistant presented to Board for review.
 - ii. Year to date and estimated revenues & expenses for 2012 presented. Further discussion.
 - iii. Budget is available for public inspection. Legal notice will be published in the *Citizen Telegram* on October 11, 2012 and November 8, 2012, prior to the Board's budget hearing and consideration of budget on November 14, 2012.

- iv. Management discussion with regards to 2012 budget
- v. Budget must be adopted by December 15, 2012

b. GCFMLD Investment Policy

- i. Garfield County Investment Policy was distributed to the board immediately following the meeting in September as a sample.
- ii. Discussion regarding getting quotes from various local banks for investment of PDPA funds.
 - Director Rippy contacted American National Bank (.35%)
 - Patti contacted US Bank, and they are not interested
 - Director Schmela to contact Alpine Bank and report back
- iii. Discussion to order new checks to reflect correct District address.

c. Review of Fall 2012 Grant Applications

- i. Traditional grant applications discussion – 8 applications
 - Director Schmela did not review Parachute Parks & Rec application
 - Director Rippy did not review Garfield County Library application
 - Director Samson did not score Garfield County Housing Authority because they did not answer the questions associated with the Fall Grant Cycle application. This application was rejected for failure to answer correct questions for this cycle.
 - Ross Montessori application discussed. Inquiries regarding breakdown of student population based on counties of residence.
 - Glenwood Springs Ice Rink discussed.
- ii. Mini grant applications discussion – 8 applications
 - Director Schmela did not review Battlement Mesa Activity Center
 - Director Rippy did not review Garfield County Library application
- iii. Final approval is subject to legal review. Board would like to award all applications presented less the traditional application from Garfield County Housing Authority.
- iv. Instructions to staff
 - Obtain additional information from Ross Montessori regarding the student population.
 - Obtain additional information from Glenwood Springs Parks and Rec Center regarding usage.
- v. Motion to fund an amount of \$1,777,758.10, contingent upon legal review and additional information as requested, made by Director Samson, seconded by Director Schmela. Motion to continue motion to October 30, 2012 made by Director Samson, seconded by Director Schmela. Passed, Vote of 3-0. Motion on the floor is continued to October 30, 2012.
- vi. Director Samson expressed concern there were so few applications for this cycle. Discussion to obtain a listing of all special districts in Garfield County.

d. Contract management & monitoring – Spring 2012 Grant Cycle

Tabled until October 30th meeting

- e. **Special District Association of Colorado – Associate Member**
 - i. Benefits of regular membership in SDA are numerous and would include access to insurance pools. Joining SDA as an Associate Member is first step.
 - ii. Motion to join the Special District Association of Colorado as an associate member made by Director Samson and seconded by Director Schmela. Passed, Vote of 3-0.

10. Other Business

- a. Adopt a change for 2012 budget – to be completed by staff
- b. Discussion re: Colorado Revised Statutes. Possible purchase of 2012 edition, and 2012 Session Laws.

11. Next Meeting Date and Location.

- a. Tuesday, October 30, 2012, 4:30 p.m. – District Office

12. Adjourn at 12:15 p.m.


Eric Schmela, Secretary 11-14-12
Date