

**MINUTES OF APRIL 10, 2013**

**GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT  
817 COLORADO AVE, SUITE 201  
GLENWOOD SPRINGS, COLORADO**

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

**2. Roll called by Gregg Rippy**

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

Quorum established.

Also in attendance: Andrew Gorgey, General Counsel  
Patricia Payne, Administrative Assistant to the Board

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

NONE

**4. Approval of Minutes.**

- a. Motion to approve minutes as submitted, of March 13, 2013, by Director Samson, seconded by Director Schmela. Passed, Vote of 3-0.

**5. Consent Calendar.**

- a. 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.**

NONE

**7. Reports or Updates.**

- a. Review of Balance Sheet and Profit & Loss through March 31, 2013. Balance Sheet now reflects Grants Awarded Not Distributed.
- b. Staff
  - i. Update on Contract Management System by Mr. Gorgey, who with Ms. Payne finalized report forms. See also 8.b. below.
  - ii. New printer has been installed.

## 8. Unfinished Business.

- a. Investment Policy - Mr. Gorgey presented the final draft of the proposed investment policy to the Board of Directors. Minor changes and table of contents to be added for final draft to be presented next meeting. Change review of policy to every calendar year at Annual Meeting. Discussion of bringing a resolution to next meeting to make an investment resolution. Motion made by Director Samson to approve Resolution 13-02, as amended, seconded by Director Schmela. Passed, Vote of 3-0.
- b. Contract Management System – Presentation of forms (all attached to these minutes). Board gave direction, approval to staff, and reviewed:

Advance Payment Request Form  
Progress Report Form, Instructions, and Expense Worksheet  
Final Report Form, Instructions, and Expense Worksheet  
Mini Grant Final Report Form, Instructions, and Expense Worksheet

Discussion with some minor changes. Board gave general approval to Status Report Form. Final draft to be presented at a future meeting.

- c. Staffing Issues
  - i. Director Rippy has had a discussion with Mr. Gorgey regarding his employment contract to extend the contract for an additional three years. An increase in annual salary from \$20,400 to \$25,000 effective January 1, 2014 through and including December 31, 2016. – Motion to amend the current contract with Mr. Gorgey and authorized chair to sign by Director Samson, seconded by Director Schmela. Passed, Vote of 3-0.
  - ii. Server discussion. Staff will have a meeting with Desk Top Consulting and bring options to next meeting.

## 9. New Business.

- a. Requests for Payment
  - i. City of Glenwood Springs – Spring 2012 – Legal review and recommendation for payment by Mr. Gorgey. Motion to reimburse City of Glenwood Springs \$119,850.00 by Director Schmela, seconded by Director Samson. Passed, Vote of 3-0.
  - ii. Town of Carbondale Police Department – Fall 2012 – Legal review and recommendation for payment by Mr. Gorgey. Motion to reimburse Town of Carbondale \$24,690.00 by Director Schmela, seconded by Director Samson. Passed, Vote of 3-0.
  - iii. Direction by Director Samson for Ms. Payne to send letters to past applicants. Perhaps add a closeout letter with final payment.

- b. Anniversary Luncheon – Board and Staff – Second anniversary of District’s formation is June 13, 2013. Luncheon to follow June 12, 2013 Board meeting. Juicy Lucy’s on the roof.
- c. Spring 2013 Grant Application Review
- i. Request made of staff, by the board, to supply more information on scoring matrix with next grant cycle.
  - ii. Discussion regarding amount of monies available for disbursement. Board consensus was the District had \$2.2 million.
  - iii. Board discussed all 22 grant applications.
    - Traditional application & Mini Grant application discussions.
    - Motion by Director Samson, pending legal review to award the following Traditional applications in the amount of **\$1,750,897** (final totals below), seconded by Director Schmela. Passed, Vote of 3-0.
      - Carbondale, Town of - \$300,000
      - Garfield School District No. Re-2 - \$239,347
      - Glenwood Springs, City of - \$300,00
      - New Castle, Town of - \$386,550
      - Rifle, City of - \$350,000
      - Silt, Town of - \$175,000
    - Motion by Director Samson, pending legal review to award following Mini Grant applications in the amount of **\$113,500** (final totals below), seconded by Director Schmela. Passed, Vote of 3-0.
      - Carbondale Fire District - \$25,000
      - CMC – West Glenwood Campus - \$25,000
      - New Castle, Town of - \$25,000
      - Parachute, Town of - \$13,500
      - Silt, Town of - \$25,000
    - Motion by Director Samson, pending legal review to award the following Traditional and Mini Grant applications to Battlement Mesa, seconded by Director Rippy. Passed, Vote of 2-0. Director Schmela recused.
      - Battlement Mesa Metropolitan District - \$185,290
      - Battlement Mesa Metropolitan District - \$24,500
    - Motion by Director Samson, pending legal review to award the following Mini application to Garfield County Public Library District, seconded by Director Schmela. Passed, Vote of 2-0. Director Rippy recused.
      - Garfield County Public Library District - \$14,980
    - **Total of all Traditional Grant Applications funded: \$1,936,187**
    - **Total of all Traditional Grant Applications funded: \$152,980**
    - **Total of all Grant Applications funded: \$2,089,167**
    - Note: Director Schmela did not see, review or vote on either Traditional or Mini Grant applications for Battlement Mesa

Metropolitan District. Director Rippy did not see review or vote on the Mini Grant application for the Garfield County Public Library District.

**10. Other Business**

- a. Use of Premises – Discussion to allow Ms. Payne’s daughter set up a fresh water fish tank. This will not violate lease agreement.
- b. Multi-District meeting – Mesa County administrative assistant contacted Ms. Payne, inquiring about administrative procedures, grant applications, etc. Discussion regarding hosting a meeting of all four Colorado FML Districts. Target July 10 Regular Meeting, inviting other Districts’ boards to Glenwood Springs. Staff to follow up.
- c. Schedule McMahan and Associates for audit in early May.
- d. Ms. Payne directed to get hit count on website.
- e. Discussion regarding the status of City of Glenwood Springs grant award for Fall 2012 cycle. Bids were \$300,000 over their budget.

**11. Next Meeting Date and Location.**

- a. Wednesday, May 8, 2013, 9:00 a.m. – District Office

**12. Adjourn at 11:51 p.m.**

  
Eric Schmela, Secretary

5-8-13  
Date