MINUTES OF DECEMBER 9, 2015
GARFIELD COUNTY FEDERAL MINERAL LEASE DISTRICT
817 COLORADO AVENUE, SUITE 201
GLENWOOD SPRINGS, COLORADO

1. **Call to Order at 9:00 AM**

2. **Roll called by Patricia Payne**

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

   Quorum established.

   Also in attendance: Andrew Gorgey, General Counsel
   Patricia Payne, Administrative Assistant to the Board
   Pete Waller, Colorado Mountain College
   Jerry Morris, Garfield County Public Library District

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

   a. **NONE**

4. **Approval of Minutes.**

   a. Motion by Director Samson to approve the minutes from November 12, 2015 as presented, seconded by Director Schmela. Passed. Vote of 3-0.

5. **Consent Calendar.**

   a. Ms. Payne indicated there is a check for the Colorado State Treasurer for $4.08 for unemployment taxes for the third calendar quarter. Ms. Payne informed the board she was hoping to disconnect the fax line, because we only use the fax once every three months. We are under contract with CenturyLink until July 2016. Colorado Department of Labor and Employment additional monies for unemployment expenses. Motion to approve expenses by Director Schmela, seconded by Director Samson. Passed, Vote of 3-0.

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

   a. Pete Waller, facility director for Colorado Mountain College, and Jerry Morris, facility manager for Garfield County Public Library District, hoped to present a collaborative plan between CMC and the Library District. Director Rippy respectfully declined to hear the proposal and further stated the board will not be commenting or providing feedback. The board is very sensitive to the fairness to other grant applicants. Mr. Gorgey advised Mr. Waller the board cannot answer any questions at this time. CMC board does not meet monthly.

7. Reports or Updates.

a. Financial Reports
   i. Ms. Payne presented Balance Sheet and Profit and Loss statement through November 31, 2015, with year-over-year reporting. Balance Sheet (condensed) and Profit and Loss statement were presented to the board. Motion to approve financial reports as submitted by Director Schmela, seconded by Director Samson. Passed, Vote of 3-0.

b. Staff Reports
   i. Ms. Payne included an invoice received from Align Multimedia. The board feels we should hang onto it. Hosting and maintenance will be replaced with other professional services.
   ii. 4th Annual Awards Luncheon Discussion regarding the proposed attendees. Ms. Payne would like to keep the maximum number per entity to three. Menu options discussed, menu selected.
   iii. Ms. Payne changed Final Report forms for both programs to allow only digital photos on CD or thumb drive.
   iv. Ms. Payne presented proposed dates for the 2016 Spring Grant Cycle. Dates approved.
   v. Discussion of signs. Issue with New Castle signs. Mr. Gorgey will include language in the grant agreement regarding loss of signs. We also need a form to track the signs.
   vi. Budget has not been submitted to DOLA yet. Director Rippy will assist with this process.
   vii. Director Schmela submitted a letter requesting reappointment to the Board by the BOCC. To be scheduled for Dec. 21, 2015, BOCC agenda
   viii. Employment letter has been completed for Ms. Payne indicating pay increase effective January 1.
   ix. Mr. Gorgey will continue as attorney for the District per contract with the City of Glenwood Springs. Mr. Gorgey will not be involved with the city's applications to the FMLD. Public Works Director Robin Millyard is contact. Mayor to sign.

8. Unfinished Business

a. SIPA – website conversion to begin.
b. 2016 Capital Presentations in May, June, July. Invitation letters approved as to form.
c. How GOCO handles "in kind" donations. Mr. Gorgey has traded emails only. He will bring more information to the January meeting.
d. Record retention policy. Director Rippy has access to SIPA's retention policy and will forward on to Mr. Gorgey.

9. New Business

a. Requests for Payment

i. 14-FT-02 – Garfield School District Re #2 – Roof Replacement - $469,000. Mr. Gorgey recommended approval of payment request. Motion made by Director Samson to approve payment, seconded by Director Schmela. Passed, Vote of 3-0.

ii. 14-FT-04 – Town of New Castle Police Department (New Facility) - $180,917. Mr. Gorgey recommended approval of payment request. Motion made by Director Samson to approve payment, seconded by Director Schmela. Passed, Vote of 3-0.

iii. 15-ST-01 – Battlement Mesa Metropolitan District – Improvements at Grand Valley Recreation Center - $26,600. Mr. Gorgey recommended approval of payment request. Motion made by Director Samson to approve payment, seconded by Director Schmela. Passed, Vote of 3-0.

iv. 15-ST-06 – City of Rifle – White River Avenue Pedestrian Improvements - $400,000. Mr. Gorgey recommended approval of payment request. Motion made by Director Samson to approve payment, seconded by Director Schmela. Passed, Vote of 3-0.

b. Grant Issues & Updates

i. Carbondale Rodeo Roof – Director Rippy asked to see their file. RFP's for this project seem to be a lot of work for the contractor.

10. Other Business

a. Grantee of the Year

i. Ms. Payne gave her recommendations for Grantee of the Year. Mr. Gorgey gave his recommendations for Grantee of the Year. Motion made by Director Samson to award West Glenwood Sanitation District Grantee of the Year, seconded by Director Schmela. Passed, Vote of 3-0.

11. Next Meeting, Friday January 8, 2016, 9:00 a.m. – District Office

12. Adjourned at 10:40 a.m.

2-10-16

Eric Schmela, Secretary Date