



Board of Directors Meeting Minutes
April 15th, 2020

Directors Present (by phone): Dave Clayton, Ian Billick, Cassia Cadenhead, Maddie Rehn and Derrick Nehrenberg

Staff Present (by phone): Hedda Peterson

Location: Meeting held telephonically with public call-in access via Zoom.

Public on phone:

Janna Hansen

Loren Ahonen

Call to Order

Meeting called to order at 6:00 PM.

Approval of Agenda

Hedda suggested adding agenda item to review Governor's Executive Order regarding Property Tax payments. Clayton suggested adding the agenda item under Finances.

Motion:

Motion to approve amended agenda made by Derrick Nehrenberg. Seconded by Cassia Cadenhead. Passes unanimously.

Public Comment

No public comment.

Consent Agenda

No changes made to the consent agenda.

Motion:

Motion to approve the consent agenda made by Ian Billick, seconded by Cassia Cadenhead. Passes unanimously.

New Business

2019 Recreation Funding: Funding Extension Request Process-

Hedda explained that some 2019 grantees have shared challenges they face regarding COVID-19 and noted that they are unable to carryout programming, events, or projects they were funded for by the District. As a result, some grantees are unable to move forward as planned. A variety of

approaches are being taken; some grantees are postponing their programs/projects, others are adapting the scope of work. There have been some requests to extend funding agreement timelines, allowing the grantee to utilize the grant funding at a later time. In an effort to formalize this process, Hedda developed a 2019 Grant Fund Extension Request, included in Board Packet. Hedda asked if there were questions or concerns regarding the process.

Rehn suggested that information be gathered in regards to how a funded program/event is changing. Billick added that if there is a significant change of scope, the grantee should be requesting approval from the District, even if the program/project timeline is not affected. Clayton added that granting a one-year extension is not a big issue, but a two-year extension may be. He asked about the status of 2018 funded projects. Hedda noted that both the City of Gunnison and Gunnison County expect to utilize their 2018 awarded funds this summer. Billick noted that the current Board cannot obligate future boards to funding commitments and that grantees are welcome to request a funding extension, but future boards will have the authority to make further funding decisions. Hedda concluded that she would make updates to the 2019 Recreation Funding Extension Request Process and provide it to 2019 grantees.

On-Boarding Process-

Hedda explained that she's looking to develop an on-boarding process for the District and was looking for input from the Board regarding items/details to include. She explained that it would likely include details such as the oath to office process, Board Director roles and responsibilities, organizational documents, Special District Association resources, Special District law, Board Policies, and financial flow information. Cadenhead suggested that it include a map of the service area. Billick suggested it include the Strategic Plans.

Old Business

Recreation Update

2020 Grant Programs-

Hedda noted that much of this information was outlined in the District Manager report. Two grant program applications were developed with feedback from the Recreation Advisory Committees and posted to the District website on April 1st. Applications are due on April 20th. Announcements of the grant programs were also made on the District's Facebook page, and in both newspapers. Information was also shared with an extensive list of recreation stakeholders, and by the ICELab and Community Foundation. Applications will be reviewed by the Recreation Advisory Committees and the Recreation Committee. Similar to 2019, a funding recommendation will be presented to the Board at the May 20th Board Meeting with the goal of announcing awards on Thursday, May 21st.

Billick suggested that the Board formally approves the Recreation Strategic Plan.

Motion:

Motion to approve the Recreation Strategic Plan made by Cassia Cadenhead. Seconded by Derrick Nehrenberg. Passes unanimously.

Operations Update

Emergency Alert System (EAS) Update-

Hedda explained that Bill Frost has been performing needed maintenance to the District's EAS System, a national public warning system commonly used by state and local authorities to deliver important warning emergency information, such as weather and AMBER alerts, to affected communities over television and radio. Current hardware we have is able to insert EAS onto 16/20 channels. Frost has programmed the system to automatically send a weekly test. More maintenance on the system is needed, which Frost has planned for his next visit.

GatesAir Transmitters for W Mountain-

Hedda explained that Frost has recommended that W Mountain channel 4, 6 and 9 transmitters and mask filters are replaced with new GatesAir transmitters. This upgrade will give remote management capability to all 5 W Mountain signals as well as add adaptive pre-correction, which will greatly enhance the robustness of the digital signals. We believe this is linked to the poor signal currently being experienced (and reported) in CB South.

Hedda noted changes since receiving and sharing original Gates Air quote; the preferable transmitters (with new software) are not projected to be released until mid-August 2020. Given our access challenges with W Mountain, Frost would prefer not to install such new equipment (which will likely take troubleshooting to get right) so late in the season. Also, the ATSC 3.0 compatibility for these transmitters is not complete and would require an additional \$1,000 later for the upgrade equipment. Therefore, Frost recommends an alternative product, the VAXTE line. The cost is more upfront, but they are ATSC 3 compliant already. Revised total cost for three transmitters is: \$36,340. Hedda noted that she's looking for pre-approval from the Board to purchase the equipment. Clayton added that Gates Air equipment is the gold standard, which is important for the W Mountain site. Cadenhead asked how the purchase fits in the budget. Clayton explained that the funding is available. The Board briefly discussed how this purchase aligns with the strategy to enhance the system from the center, out and that it improves reliability for approximately 90% of viewers.

Motion:

Motion to approve the GatesAir purchase (quote #Q-86949) made by Cassia Cadenhead. Seconded by Ian Billick. Passes unanimously.

Internet Connectivity at Translator Sites-

Hedda explained that they're working to move this project forward by looking into getting a wireless internet connection at our CB South and Mt. CB translator sites to support remote monitoring and control. She added that the cost estimates provided by Internet Colorado were included in the District Manager Report. Clayton added that Frost has ideas for how to access signals at both locations and that in addition to monitoring the equipment, we may be able to monitor television signals, too.

Finances

Financial Reports-

Hedda shared questions posed by Billick about the Financial Reports. To start, she addressed why the accumulated depreciation on the Balance Sheet is not showing a change between 2019

and 2020. Hedda explained that the 2019 Accumulated Depreciation will be verified during the Audit and an adjustment will be made after Audit is finalized for the 2019 fiscal year. So, at this time, it is now showing a change for 2019 and no depreciation assigned yet for 2020.

Ian had also asked why we have so much more cash in the bank compared to the same time last year (referring to the \$193,000 in the checking accounts). Hedda noted that Clayton helped her understand that we did not spend as much as was budgeted for 2019. We have money earmarked for 2019 grants that remain unpaid, money assigned to legal costs that remain to be paid, and we did not spend as much on equipment as budgeted. In addition, the higher anticipated tax collections have amounted to additional cash on hand. Clayton added that we need to go through the fund balances to adjust them.

Cadenhead asked why there are such large percentage differences. Billick explained that the difference in percentages are likely due to timing this early in the year. Therefore, Billick is looking for structural differences rather than timing differences. Billick suggested that Hedda develop a 1-page list to complement the Financial reports that flags the items that need adjusting and/or stand out as being off.

April Payables-

Hedda explained that since the Board Packet was developed, the following additional payments have come in:

- Two additional GCEA bills: Powderhorn, \$62.59 and Gateview \$78.13
- Law of the Rockies: \$478.19
- Paragon Computers: \$220
- Crested Butte Avalanche Center: Grant request for Payment: \$3,000
- CB Nordic: Grant Request for Payment: \$8,000

Motion:

Motion to approve the March Financial Reports and updated April Payables made by Ian Billick. Seconded by Derrick Nehrenberg. Passes unanimously.

Property Tax Executive Order- Update

Hedda explained that an Executive Order from the Colorado Governor was issued amending and extending executive order authorizing County Treasurer to suspend or waive delinquent interest that may accrue pursuant to the provision of State Statue 39-10-104.5 as a result of delinquent tax payments through April 30. What this means for Gunnison is that the Gunnison County Treasurer's office will accept the first ½ of the 2019 property taxes (originally due on Feb. 29, 2020) without delinquent interest by April 30, 2020. First ½ property tax payments post-marked by April 30, 2020 will be processed without delinquent interest. The full tax payment due by April 30, 2020 and the second half tax payment due by June 15, 2020 are *not* impacted by the amended and extended Executive Order at this time. There is potential to extend this or modify if action is taken by CO state Legislature or Governor.

Meeting Action Items:

- Update 2019 Funding Extension Request Form and provide to 2019 grantees

- Update Draft Operations Strategic Plan and provide to Technical Committee for review prior to May Board Meeting
- Modify Grant Funding Agreement with language that addresses the fact that future Boards cannot be obligated to funding decisions

The meeting adjourned at 6:55 PM.

Motion:

Motion to adjourn the meeting made by Derrick Nehrenberg. Seconded by Cassia Cadenhead. Passes unanimously.