

FREMONT COUNTY REGIONAL GIS AUTHORITY

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS January 19, 2023

President Stacey Seifert called the meeting to order at 1:32 p.m. in Room 208 of the Fremont County Administration Building, 615 Macon Avenue, Cañon City, Colorado.

Roll-call:

PRESENT:

Stacey Seifert, President
James Wade
Tom McCormick
Scott Johnson
Don Palumbo
Mike Smith
Tim Dennehy

ABSENT:

Tony Adamic
Kim Swearingen (needs replaced)

Also:

Keith Berry – GIS Manager/ Dana Young – GIS Assistant Manager

Minutes:

Commissioner McCormick motioned and Wade seconded to approve the minutes for the Board Meetings of October 20th, 2022. All ayes.

***** Public Hearing Regarding Resolution 2023-01 *****

At 1:35pm, President Seifert declared the Regular meeting suspended and a Public Hearing regarding the Resolution 2023-01 in session. President Seifert asked whether anyone in attendance had a comment about the GIS Authority's Resolution 2023-01. No comments were forthcoming. President Seifert declared the Public Hearing to be adjourned and the Regular Meeting resumed at 1:37pm.

Financial Report:

The statement dated December 31, 2022 for the High Country Bank (HCB) checking account showed a balance of \$23,386.51. Manager Berry reported that as of January 19, 2023, there was a projected reconciled balance of \$17,175.51 available from that account.

The statement dated December 20, 2022, for the High Country Bank MMDA (Money Market Demand Account) account showed a balance of \$59,706.82. Manager Berry reported that as of January 19, 2023 there was a projected \$59,706.82 available from that account.

The statement dated December 31, 2022 for the GIS Authority's Liquid Asset Fund account with ColoTrust showed a balance of \$159,828.54. Manager Berry reported that as of January 19, 2023 there was a reported balance of \$160,047.05 available from that account.

Manager Berry stated that a projected total of \$236,929.38 in cash was available as of January 19, 2023.

Manager Berry presented a Balance Sheet report as of January 12, 2023, with current assets totaling \$242,212.49.

Manager Berry presented a Profit and Loss report as of January 12, 2023, with an expense totaling \$709.42.

Discussion Items:

A. Resolution to opt out of FAMLI, 2023-01

Manager Berry discussed that the GIS Authority will be opting out of the FAMLI Program, if employees want to opt in individually, they can, but the Authority will not. Commissioner Wade motioned to approve, and Commissioner Johnson seconded. All Ayes.

B. 2023 Employment Contracts and 2022 Performance Evaluations

Johnson motioned to approved and sign the 2023 employment Contracts for Keith Berry as Manager, Chris Larson as GIS Analyst step 2, and Dana Young as GIS Assistant Manager. Also motioned to approve and sign 2022 Performance Evaluations. Smith seconded. All Ayes.

C. Accountant for FY 2022 Audit Exemption Application.

McCormick motioned to approve, and Wade seconded. All Ayes.

D. ESRI Software Renewal for 2023.

Manager Berry stated that we pay at the beginning of the year all ESRI licenses, except ESRI Developer License, which was canceled saving \$1,800 in licensing fees.

E. Insurance Renewals for 2023.

The GIS Authority pays the insurance at the beginning of the year. Commercial Ins. went up \$33, D&O Ins. went up \$68 and Workers Comp Ins. went up \$142.

F. Election of Officers.

Manager Berry discussed that we have (1) GIS Board member that needs to be reappointed by the department head of Canon City. McCormick motioned for elected officials to remain the same as the previous year with Stacy Seifert as President, Scott Johnson as Pro-Team President and James Wade as Secretary/Treasurer. Dennehy seconded. All Ayes.

G. Updates to Banking Arrangements.

- a. Commissioner Wade motioned to retain Manager Keith Berry, President Stacey Seifert, and Secretary - Treasurer James Wade on the Bank Accounts as well as add Dana Young to the bank accounts associated with High Country Bank and ColoTrust, Palumbo seconded the motion. All Ayes

H. Request for Future Agenda Items.

Invoices:

Johnson motioned and Palumbo seconded to approve five invoices totaling \$16,786.00 for payment. All Ayes.

Funds Transfer:

McCormick stated that we should not need to approve Fund Transfers to pay the normal monthly bills. Transfer the money needed and keep the Authority in the loop, if there are any unexpected bills bring those concerns to the board. Manager Berry said he would pay the normal bills and make the transfers when needed to pay the normal bills.

President Stacey Seifert declared the meeting adjourned at 2:26 pm.
Minutes approved on March 16th, 2023.

Stacey Seifert, President

James Wade, Secretary-Treasurer