

FREMONT COUNTY REGIONAL GIS AUTHORITY

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF COMMISSIONERS January 18, 2024

President Pro-Tem Scott Johnson called the meeting to order at 1:45 p.m. in Room 208 of the Fremont County Administration Building, 615 Macon Avenue, Cañon City, Colorado.

Roll-call:

PRESENT:

James Wade
Scott Johnson
Don Palumbo
Mike Smith
Mike Whitt
Leo Evans

ABSENT:

Stacey Seifert, President
Tom McCormick (needs replaced)
Tim Dennehy

Also:

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

Minutes:

James Wade motioned and D. Palumbo seconded to approve the minutes for the Board Meetings of October 19th, 2023. All ayes.

Financial Report:

The statement dated December 30, 2023 for the High Country Bank (HCB) checking account showed a balance of \$1,924.20. Manager Berry reported that as of January 15, 2024, there was a projected reconciled balance of \$19,979.86 available from that account.

The statement dated December 20, 2023, for the High Country Bank MMDA (Money Market Demand Account) account showed a balance of \$111,286.06. Manager Berry reported that as of January 15, 2024 there was a projected \$85,986.06 available from that account.

The statement dated December 30, 2023 for the GIS Authority's Liquid Asset Fund account with ColoTrust showed a balance of \$168,369.69. Manager Berry reported that as of January 15, 2024 there was a reported balance of \$168,754.31 available from that account.

Manager Berry stated that a projected total of \$274,720.23 in cash was available as of January 15, 2024.

Manager Berry presented the "FY 2024 Budget for Adoption" as of January 18th, 2024, to show the projected expenditures of \$340,944.05 and the projected funding of 648,427.47.

Discussion Items:

A. 2024 Employment Contracts and 2023 Performance Evaluations

Wade motioned to approved and sign the 2024 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 2023 Performance Evaluations. Johnson seconded. All Ayes.

B. Accountant for FY 2023 Audit Exemption Application.

Smith motioned to approve, and Evans seconded to continue with Wancura to be accountant. All Ayes.

C. ESRI Software Renewal for 2024.

Manager Berry stated that we pay at the beginning of the year all ESRI licenses and made board members aware this would be increasing in 2025 due to Enterprise license grace period is over after migrating from Workgroup due to it's no longer available through ESRI.

D. Insurance Renewals for 2024.

The GIS Authority pays the insurance at the beginning of the year. Commercial Ins. went up \$150.08, D&O Ins. stayed the same and Workers Comp Ins. went up \$155.

E. Election of Officers.

Manager Berry discussed that we have (1) GIS Board members that need to be reappointed for Tom McCormick from the E911 Authority and (4) are at term come May 2024. Whitt 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. Evans seconded. All Ayes.

F. Request for Future Agenda Items.

Johnson informed the rest of the board about the work Manager Berry had done for the E911 Authority on Custard County's behalf. Brought the question to the GIS Authority board, if the GIS Authority should continue to assist Custard further in their work for the E911 Authority and possibly taking over the maintenance of Custard County's E911 data? Currently the board doesn't want the GIS Authority to feel it is up to us to hold their hand and depending on how this unfolds in the future more discussions will be addressed on the matter.

Projects

A. Completed 2023

Manager Berry discussed all the projects completed in 2023 beginning with improving our AUT basemap layers. Then discussed the completion of manually updating parcels since the GIS Authority still cannot link into the Assessors Data via their third-party database company, Tyler. Manager Berry informed the board we are still waiting at critical level to gain access for a smoother rebuild process. Finally, the purchase and installation of the new Synology to replace the old archive server.

B. Current/Future Projects

Manager Berry discussed that the E911 dispatch data is still moving forward and still set to meet the deadline for launching, which is the 1st part of May. Future projects were discussed for moving forward with the migration to Arc Pro and that the GIS Authority will be making sure all personal geodatabases have a file geodatabase since Arc Pro isn't compatible with a personal geodatabase. Finally, doing ditch work for 811.

Invoices:

Evans motioned and Johnson seconded to approve five invoices totaling \$17,861.08 for payment. All Ayes. Manager Berry also informed the board that ESRI licenses will increase to about \$4,000 more next year due to our grace period of migrating from a Workgroup license to an Enterprise license will be over.

Funds Transfer:

Manager Berry discussed 5 transfers totaling \$115,300.00 to cover costs incurred between October 19, 2023, to January 18, 2024, from HCB MMDA to HCB Checking.

President Pro-Tem Scott Johnson declared the meeting adjourned at 3:03 pm.
Minutes approved on March 21st, 2024.

Stacey Seifert, President

James Wade, Secretary-Treasurer