

FREMONT COUNTY REGIONAL GIS AUTHORITY

**MINUTES OF THE REGULAR MEETING OF THE BOARD OF COMMISSIONERS
October 17, 2024**

President Pro-Tem Scott Johnson called the meeting to order at 1:35 p.m. in Room 208 of the Fremont County Administration Building, 615 Macon Avenue, Cañon City, Colorado.

Roll-call:

PRESENT:

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

ABSENT:

Tim Dennehy
Stacey Seifert, President

Also:

Keith Berry – GIS Manager / Dana young – GIS Asst Manager

Minutes:

Mike Smith motioned, and Palumbo seconded to approve the minutes for the Board Meeting of July 18, 2024, as presented. All ayes.

***** Public Hearing Regarding 2025 Budget *****

At 1:39pm, President Pro-Tem Johnson declared the Regular meeting suspended and a Public Hearing regarding the 2025 budget in session. President Pro-Tem Johnson asked whether anyone in attendance had a comment about the GIS Authority’s proposed 2025 budget. A 6% increase from a 5% increase to what each organization pays into the GIS Authority was discussed as all of board members present agreed to be possible and asked for the GIS Authority to start putting together another 3–5-year plan at 6%. Evans asked for an explanation on how the reserved funds worked and GIS Manager Berry clarified. Discussed about meeting with the 3rd party healthcare company to manage the GIS Authority’s health benefits and was confirmed that the set up that is current is the best route. Finally, discussed when new imagery would be needed and if Lidar should be included. President Pro-Tem Johnson declared the Public Hearing to be adjourned, and the Regular Meeting resumed at 1:51pm.

Financial Report:

The statement dated September 30, 2024, for the High-Country Bank (HCB) checking account showed a balance of \$21,275.85. Manager Berry reported that as of Oct. 10, 2024, there was a projected reconcile balance of \$10,999.95 available from that account.

The statement dated September 20, 2024, for the High-Country Bank MMDA (Money Market Demand Account) account showed a balance of \$167,724.70. Manager Berry reported that as of Oct. 10, 2024, there was a projected \$167,724.70 available from that account.

The statement dated September 30, 2024, for the GIS Authority’s EDGE account with COLOTRUST showed a balance of \$175,352.31. Manager Berry reported that as of Oct. 10, 2024, there was a reported balance of \$175,570.53 available from that account.

Manager Berry presented a Profit and Loss sheet ranging from Jan. 1, 2024, to Oct. 10, 2024, stating a gross profit of \$291,583.26 and total expenses of \$225,031.00, leaving a net operating income of \$66,552.26. This sheet also stated the net other income of \$6,383.97, allotting a net income of \$72,936.23.

Manager Berry presented a Budget vs Actuals of Profits and Losses for the Authority as of Oct. 10, 2024. The total income of the year actual was \$291,583.26; the budgeted income was \$291,715.43.

Manager Berry presented a Budget vs Actuals of Profits and Losses for the Authority as of Oct. 10, 2024. With actual total income being \$291,583.26 vs \$291,715.43 and actual total expenses being \$225,031.00 vs \$343,969.05.

Discussion Items:

A. Resolution 2024-01 to Approve Budget for 2025.

Wade made a motion to approve Resolution 2024-01 as presented. Smith seconded the motion. All Ayes.

B. Resolution 2024-02 to Appropriate funding for 2025.

Palumbo made a motion to approve Resolution 2024-02 to appropriate sums of money in the amount and for the purpose set forth. Smith seconded the motion. All Ayes.

C. Resolution 2024-03 to Adjust Reserve Fund Levels.

Evans made a motion to approve Resolution 2024-03 to move and assign money to reserve accounts. Wade Seconded the motion. All Ayes.

D. ArcGIS Pro Updates

Informed the board the GIS Authority is starting to migrate Fremont County as well assisting with other organization to ArcGIS Pro. Explained there will be a learning curve for everyone including the GIS Authority as we learn some workflows don't work as well as they had in ArcMap. Mainly that file geodatabases are starting to become outdated and switching to enterprise geodatabases will be looming in the foreseeable future. Explained, upgrading our Enterprise server to 11.3 will cause us to upgrade our current mapping applications, but overall functionality should be better and easier for the user.

E. 2024 Performance Evaluation for Manager

Manager Berry handed out Performance Evaluations for the GIS Manager at the meeting and included them in the information packet. He explained this needed to be turned into the President, Stacey Seifert for evaluation after the January 2024 Regular Board Meeting.

F. Request for Future Agenda Items.

Manager Berry discussed moving the March board meeting up a week instead to March 13th, 2025, at 1:30pm instead of March 20th, 2025 at 1:30pm, as most could be gone for Spring Break and the GIS Authority needs to make sure the audit waver is signed. Scott Johnson motioned for the meeting to be moved up and Wade seconded the motion. All ayes.

Invoices:

Wade motioned and Evans seconded to approve one invoice totaling \$4,560.00 for payment of office rent. All ayes.

Funds Transfer:

Manager Berry discussed 4 transfers totaling \$60,000.00 to cover costs incurred from July 18, 2024 -October 17, 2024, to HCB Checking.

President Pro-Tem Scott Johnson declared the meeting adjourned at 2:30 pm.

Minutes approved on January 16, 2025.

Stacey Seifert, President

James Wade, Secretary-Treasurer