



AGENDA

Thursday, March 22, 2018
City Hall Council Chambers 101 West 8th Street
Glenwood Springs, Colorado
 CALL IN NUMBER: 970-406-3080
 CONFERENCE ROOM: 5550
 PIN NUMBER: 1122

NORTHWEST LOAN FUND BOARD (NWCCOG COUNCIL)

<i>The Northwest Loan Fund Board is the NWCCOG Council</i>			
10:00 a.m.	1.	Call to Order – Karn Stiegelmeier, NLF Board Chair	
	2.	Roll Call and Determination of Quorum	
	*3.	ACTION NLF: Minutes of January 25, 2018 NLF Board Meeting	Pgs. 1-2
	*4.	ACTION NLF: Final December 2017 NLF Financials <ul style="list-style-type: none"> - Northwest Loan Fund – Balance Sheet - Northwest Loan Fund – Budget vs Actual - Northwest Loan Fund – Open Contract Funds Portfolio - Northwest Loan Fund – Revolved Funds Portfolio - Northwest Loan Fund – State OEDIT Funds Portfolio 	Pgs. 3-7
	*5.	ACTION NLF: February 2018 Financials <ul style="list-style-type: none"> - Northwest Loan Fund – Balance Sheet - Northwest Loan Fund – Budget vs Actual - Northwest Loan Fund – Open Contract Funds Portfolio - Northwest Loan Fund – Revolved Funds Portfolio - Northwest Loan Fund – State OEDIT Funds Portfolio 	Pgs. 8-12
	7.	Program Update: Anita Cameron, NLF Director	Pg. 69
	*8.	Adjourn NLF Board Meeting	

NWCCOG COUNCIL MEETING

10:15 a.m.	1.	Call to Order – Karn Stiegelmeier, NWCCOG Council Chair	
	2.	Roll Call and Determination of Quorum	
	*3.	NWCCOG CONSENT AGENDA ITEMS	
	3A.	Minutes of October 26, 2017 NWCCOG Council Meeting	Pgs. 13-15
	3B.	Regional Advisory Council (RAC) Grant Review Committee's recommendations for AAAA SFY 18-19 funding <ul style="list-style-type: none"> - According to AAAA's Policy & Procedure manual, our governing organization, the NWCCOG Council, reviews the proposals and recommendations. 	Pg. 16
	3C.	Approval of terms for NWCCOG to serve as a Fiscal Agent to the Upper Colorado Wild & Scenic Stakeholders Group grant request <ul style="list-style-type: none"> - Memo from Torie Jarvis in packet, being fiscal agent for W&S was previously approved, and we started in 2017 in that role. This memo clarifies terms. 	Pgs. 17-18
	*4.	ACTION COG: Final December 2017 Financials <ul style="list-style-type: none"> - NWCCOG – Balance Sheet - NWCCOG – Statement of Revenues and Expenditures 	Pgs. 19-20
	*5.	ACTION COG: February 2018 Financials <ul style="list-style-type: none"> - NWCCOG – List of Payments (new format due to software and to use staff time efficiently) - NWCCOG – Balance Sheet - NWCCOG – Statement of Revenues and Expenditures 	Pgs. 21-46
	*6.	ACTION COG: Policy and Procedure Updates <ul style="list-style-type: none"> - We continue the process of updating our many policies, these are next in rotation - Note: Policies are "approved" and adopted by Council, Procedures just reviewed - Approval of Asset Capitalization Policy (revised & previous) - Approval of Fixed Asset Disposal Policy (revised & previous) - Review Fiscal Dept Separation & Delegation of Duties Procedures 	Pgs. 47-58
	7.	DISCUSSION COG: Upcoming Member Surveys and Annual Report <ol style="list-style-type: none"> 1. Requesting feedback on performing a Member Survey on odd years (rather than annually) 2. Requesting feedback on not issuing an annual report in 2018 to focus time and money on updating the NWCCOG website 3. Member Handbook (recently updated) is available on-line: http://nwccog.org/ 	http://nwccog.org/about/meetings/
	8.	Reminder to Register	

		<ol style="list-style-type: none"> Elected Official Workshops, with reduced NWCCOG member rates (\$450)—Jon <ul style="list-style-type: none"> April 13 – 14 Glendale – Infinity Event Center April 20 -21 Eagle – Best Western, Eagle Lodge and Suites April 27 – 28 Dillon – Best Western, Ptarmigan Lodge May 11 – 12 Glendale – Infinity Events Center Contact Debbie Brinkman dbrinkman@cpshr.us (720) 224-1314 Summit County Sustainovation 8 hr workshop <ul style="list-style-type: none"> May 31, 2018 at Summit County Community and Senior Center Nick Kittle, Chief Innovation Officer Adams County NWCCOG has 10 slots – training requires RSVP to office@nwccog.org CPM in the Mountains – FYI (see Vail Daily story in packet) 	Pgs. 59-63
10:30 a.m.	9.	Member Updates:(3 min or less for each, please 3 min x 27 members =1.5 hrs) - News: Share something going on locally that may be of regional interest	
11:00 a.m.	10.	E-Bikes: Mini-workshop (separate file from packet) <ul style="list-style-type: none"> NWCCOG membership e-bike survey results, website docs (Jon))10min On the Role of E-bikes in Community Mobility (Tanya Allen, Transit Manager for City of Glenwood Springs) 15 min E-bikes on Regional Trails? YES! Rob Schoeber, Director of Parks and Recreation City of Grand Junction (10 min) Discussion, Member Experiences, Questions: (15 min) E-Bike Resources Packet posted on website: http://nwccog.org/about/meetings/ 	http://nwccog.org/about/meetings/
12:00 p.m.		Lunch provided by THOR's Grill for those who RSVP by Tuesday, March 20, 2018 (15 min break then continue with Member Updates).	
12:45 p.m.	11.	Program Updates: <ul style="list-style-type: none"> Summary document in the packet. If you have any questions for our programs that may benefit the whole group, please ask for further detail at this time. Nate will review Broadband Program 5-year report document and give brief THOR update. Broadband Program 5-year report may be found on our website: http://nwccog.org/about/meetings/ 	Pgs. 64-75
1:00 p.m.	12.	DISCUSSION COG: City Utility to Broadband Utility ...to ISP Eric Arnette, City of Glenwood Springs Director of Information Systems	
1:20 p.m.	13.	DISCUSSION COG: First Net: What now? Ed Mills from Colorado Office of Information Technology	
1:40 p.m.	14.	DISCUSSION COG: Roundtable – Topics for Future Research, Presentations, Discussion, etc.	
1:50 p.m.	15.	New Business	
1:55 p.m.	*16.	Adjourn NWCCOG Meeting	
<p style="text-align: center;"><u>NEXT NWCCOG MEETING:</u> Thursday, May 24, 2018 at the US Forest Service Parks Ranger District Conference Room in Walden, CO from 10am – 2pm</p>			

BROADBAND 101 PRESENTATION: Nate Walowitz

2:00 p.m.	1.	NWCCOG Broadband past & ongoing projects overview - Program 5 Year report	
	2.	Project THOR - Explained and status update	
	3.	Broadband Q & A – what is going on or could be going on in your jurisdiction	
3:00 pm.	4.	Current Broadband Funding	
	5.	Broadband policies you should be considering	
	6.	Broadband Legislation	
	7.	CDOT and Broadband	
4:00 p.m.	8.	Adjourn	

* requires a vote



**Northwest Colorado Council of Governments
Northwest Loan Fund (NLF) Board
Colorado Mountain College, Vail Valley, Room #230
Edwards, CO
January 25, 2018**

Board Members:

Alyssa Shenk, Town of Snowmass Village
Andy Miller, Town of Fraser
Brian Waldes, Town of Breckenridge
(phone)
Carolyn Skowyra, Town of Dillon
Jeff Shroll, Town of Gypsum
Karn Stiegelmeier, Summit County
Matt Scherr, Town of Minturn
Michelle Eddy, Town of Blue River (phone)
Patti Clapper, Pitkin County
Thomas Clark, Town of Kremmling
Watkins Fulk-Gray, Town of Basalt (phone)

Others Present:

Chris Romer, Vail Valley Partnership
Corry Mihm, Summit Independent
Business Alliance (SIBA)
Diane Butler, Grand County EDD
John Bristol, Steamboat Springs EDD
Matt Gianneschi, Colorado Mountain
College (CMC)
Susain Fairweather, Kaiser Permanente

NWCCOG Staff:

Anita Cameron
Elaina Wiegand
Jon Stavney
Nate Walowitz
Rachel Lunney

Call To Order:

Karn Stiegelmeier, Chair, called the Northwest Loan Fund (NLF) Board meeting to order at 10:11 a.m. Round table introductions were conducted, and a quorum was present.

Approval of Minutes:

M/S/P Thomas Clark/Patti Clapper to approve the March 23, 2017 NLF Board meeting minutes as presented.

Approval of Preliminary December 2017 NLF Financials:

Anita walked group through financials and annual review memo in the packet. Anita made a comment regarding the Balance Sheet: the loans are graded, which is typical for banks. With the Loan Fund, we are working with grant money. This means it is never a true loss, but it is still advisable to identify weaknesses. The allowance for loan loss on the Balance Sheet is what NLF calls that total number. We are looking very good on our 6% allowance.

For the OEDIT fund, there is no admin. NLF has to pay all expenses with other CDBG admin, income (2% origination fee, HA interest and occasional late fees).

M/S/P Thomas Clark/Patti Clapper to approve the preliminary December 2017 NLF Financials as presented.

Approval of NLF Deposit Accounts with Additional Banks

M/S/P Jeff Shroll/Thomas Clark to approve NLF deposit accounts with additional banks to keep funds insured at the \$250,000 FDIC limit.

Approval to Change Loan Committee Proposition:

Anita strives to get someone from each county, but sometimes that is not possible. The original language states that the Loan Committee contains one member from each county.

M/S/P Patti Clapper/Thomas Clark to approve change to loan policy to read "If an appropriate member cannot be recruited from a County, it is acceptable to recruit from a neighboring County."

NLF Review of 2017 Activity:

NLF is a separate 501c6 which makes loans to business entities in Region 11 & 12 for the purposes of economic development and job creation. Anita was hired in May 2013 to recreate the whole program (new articles of incorporation, new bylaws, new loan policies, etc.). Eagle County is NLF's Lead County, meaning the money runs through Eagle County. NLF began accepting applications October 2013. The first loan closed in April 2014. To date, 6 of NLF's 25 loans have paid off. From revolved funds, NLF has closed 4 loans. NLF Loaned in all but 2 of the counties: 55% in region 12 AND 45% in region 11. NLF provided 8 loans in 2017: 3 in Garfield County, 1 in Routt County, 3 in Eagle County, and 1 in Grand County. None in Rio Blanco County or Jackson County.

New Business:

NWCCOG will be posting a broad scope form of Anita's position to assist NLF in the near future. The goal is to hire someone to work part-time and cross-train with Anita to eventually step in as NLF Director.

Adjournment:

M/S/P Patti Clapper/Carolyn Skowyra to adjourn the NLF Board Meeting at 10:36 a.m.

Karn Stiegelmeier, NWCCOG Chair

Date

Northwest Colorado Council of Governments
Balance Sheet by Class -8800- NLF
As of December 31, 2017

3:18 PM
03/15/2018
Accrual Basis

8800- Northwest Loan Fund

ASSETS

Current Assets

Checking/Savings

1010 - 1st Bank Operating 16.74

1015 - NLF 1st Bank Checking 842,944.67

Total Checking/Savings 842,961.41

Accounts Receivable

1115 - NLF Loan Receivable 1,147,384.61

1116 - NLF Grant Receivable 82,360.00

Total Accounts Receivable 1,229,744.61

Other Current Assets

1315 - NLF - Allowance for Loan Loss -67,859.32

Total Other Current Assets -67,859.32

Total Current Assets 2,004,846.70

TOTAL ASSETS **2,004,846.70**

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 - Accounts Payable 16.74

Total Accounts Payable 16.74

Credit Cards

2050 - COG-Firstbank Credit Card 13.32

Total Credit Cards 13.32

Other Current Liabilities

2200 - Cash Collateral 15,431.74

Total Other Current Liabilities 15,431.74

Total Current Liabilities 15,461.80

Total Liabilities 15,461.80

Equity

3000 - Fund Balance

3100 - NLF Net Assets 1,476,056.03

Total 3000 - Fund Balance 1,476,056.03

Net Income 513,328.87

Total Equity 1,989,384.90

TOTAL LIABILITIES & EQUITY **2,004,846.70**

Northwest Colorado Council of Governments
Budget vs Actual - 8800 - Northwest Loan Fund
December 2017

3:21 PM
03/15/2018
Accrual Basis

	Jan - Dec 17	% of Budget	Annual Budget
Ordinary Income/Expense			
Income			
4000 · Grant Income			
4200 · State Grant Income	482,337.00	107.91%	447,000.00
4250 · Administration	72,369.23	120.62%	60,000.00
Total 4000 · Grant Income	554,706.23	109.41%	507,000.00
4620 · Reimbursed Expenses	13.75		
4720 · Revolved Interest			
4722 · Loans made after 1/1/14	43,988.81		
4720 · Revolved Interest - Other	11,175.00	18.94%	59,000.00
Total 4720 · Revolved Interest	55,163.81	93.5%	59,000.00
4730 · Origination Fee	11,618.00	116.18%	10,000.00
4740 · Late Fee	3,213.53	93.34%	3,443.00
Total Income	624,715.32	107.81%	579,443.00
Gross Profit	624,715.32	107.81%	579,443.00
Expense			
6100 · Payroll Expenses			
6112 · Program Director	71,899.67	100.0%	71,900.00
6131 · Office Wages	76.38		
6141 · Fiscal Office	0.00	0.0%	250.00
6210 · Taxes & Benefits	15,412.49	99.44%	15,500.00
6100 · Payroll Expenses - Other	0.00		
Total 6100 · Payroll Expenses	87,388.54	99.7%	87,650.00
6410 · Contract Staff	1,258.00		
6520 · Outside Contract			
6420 · Fiscal Officer Expense	1,239.00	95.31%	1,300.00
6510 · Contractor	-9.61	-0.64%	1,500.00
6520 · Outside Contract - Other	653.50		
Total 6520 · Outside Contract	1,882.89	67.25%	2,800.00
6610 · Office Supplies	854.85	85.49%	1,000.00
6620 · Bank Charges	72.00		
6640 · Postage	209.29	83.72%	250.00
6660 · Advertising Expense	0.00	0.0%	250.00
6670 · Internet /Website Expense	13.32		
6680 · Dues & Subscriptions	807.74	100.97%	800.00
6720 · Rent & Utilities	2,344.32	100.01%	2,344.00
6730 · Telephone Expense	762.15	101.62%	750.00
7110 · Program Supplies	65.00	13.0%	500.00
7120 · License & Permits	72.00	7.2%	1,000.00
7130 · Travel & Meeting	6,357.04	111.53%	5,700.00
7320 · Pass-Through Funds	0.00	0.0%	447,000.00
7910 · Indirect Cost Allocation	9,299.31	99.99%	9,300.00
Total Expense	111,386.45	19.91%	559,344.00
Net Ordinary Income	513,328.87	2,554.0%	20,099.00
Net Income	513,328.87	2,554.0%	20,099.00

Northwest Loan Fund OPEN CONTRACT FUNDS Portfolio 12-31-17														
	Loan Date	Original Amount	Current Balance		Original Term	Payment Plan	Last Paid Date	Principle Reduction - Last Pmt	Maturity	Rate	Grade	ALL Reserve %	ALL Reserve Amount	Jobs Created YTD
1	5/6/2014	50,000.00	PAID IN FULL		Five/Three	\$951	12/31/2014 PAID IN FULL	\$ 45,474.29	5/6/2017	5.25%	Satisfactory	1%	PAID IN FULL	4
2	5/14/2014	40,000.00	\$ 27,878.17		Ten/Five	\$430	12/7/2017	\$ 291.03	5/14/2019	5.25%	Satisfactory	1%	\$ 278.78	2
3	6/5/2014	20,000.00	\$ 14,238.98		Ten/Three	\$215	12/14/2017	\$ 164.93	6/5/2025	5.25%	Satisfactory	1%	\$ 142.39	MICRO
4	10/16/2014	95,000.00	PAID IN FULL		Ten/five	\$1,022.85	PAID IN FULL		10/17/2019	5.25%	Satisfactory	1%	PAID IN FULL	
5	10/16/2014	51,500.00	\$ 36,145.74		Five/skip May Jun	\$967.67	12/1/2017	\$ 2,743.93	10/17/2019	4.75%	Watch	10%	\$ 3,614.57	MICRO
6	12/5/2014	96,000.00	\$ 43,069.42		Five/Five	\$1,828.00	12/8/2017	\$ 1,713.08	12/5/2019	5.25%	Satisfactory	1%	\$ 430.69	
7	12/31/2014	52,000.00	PAID IN FULL		Seven/Three	\$744.00	3/28/2017	39,601.39		5.25%	Satisfactory	1%	PAID IN FULL	5
8	2/27/2015	60,000.00	PAID IN FULL		44 months	\$1,505.00	3/3/2017 PAID IN FULL	\$ 8,747.50	10/19/2018	5.25%	Watch	1%	PAID IN FULL	5
9	4/22/2015	11,400.00	\$ 6,026.93		Five	\$217.00	12/19/2017	\$ 193.69	4/22/2020	5.25%	Satisfactory	1%	\$ 60.27	MICRO
10	4/22/2015	86,000.00	\$ 82,037.88		77/36 months	\$1,300.00	3/29/2016	\$ 3,241.37	4/22/2018	5.25%	Doubtful	40%	\$ 32,815.15	
11	4/22/2015	75,000.00	PAID IN FULL		Five	\$1,430.00	1/26/2016 PAID IN FULL	\$ 72,450.98	4/22/2020	5.25%	Satisfactory	1%	PAID IN FULL	PAID IN FULL/Where is info
12	6/18/2015	80,000.00	\$ 44,244.29		Five/Three	\$1,522.00	12/18/2017	\$ 1,335.88	6/18/2018	5.25%	Satisfactory	1%	\$ 442.44	
13	7/29/2015	35,000.00	\$ 13,441.25		42 months	\$915.00	12/4/2017	\$ 856.62	2/3/2019	5.25%	Satisfactory	1%	\$ 134.41	MICRO
14	8/25/2015	20,000.00	PAID IN FULL		36 months	\$606	3/28/2017 PAID IN FULL	\$ 10,382.22	10/25/2018	5.25%	Satisfactory	1%	PAID IN FULL	
15	9/23/2015	80,000.00	\$ 51,006.55		Five/Three	\$1,522.00	10/30/2017	\$ 1,255.25	9/23/2018	5.25%	Satisfactory	1%	\$ 510.07	0
16	10/7/2015	40,000.00	PAID IN FULL		Five/Three	\$971.00	1/17/2017 PAID IN FULL	\$ 22,287.08	10/7/2018	5.25%	Satisfactory	1%	PAID IN FULL	MICRO
17	2/2/2016	20,000.00	\$ 11,830.92		48 months	\$466.00	12/28/2017	\$ 405.84	2/2/2020	5.50%	Satisfactory	1%	\$ 118.31	0
18	5/2/2016	50,000.00	PAID IN FULL		48 months	\$1,165.00	9/26/2017	\$ 14,637.92	5/2/2020	5.50%	Satisfactory	1%	PAID IN FULL	see above
19	5/10/2016	280,000.00	\$ 227,322.89		60 months	\$5,359.00	8/30/2017	\$ 44,696.48	5/10/2021	5.50%	Watch	10%	\$ 22,732.29	
20	9/22/2016	40,000.00	\$ 28,018.94		60 months	\$767.00	12/18/2017	\$ 705.56	11/22/2021	5.50%	Satisfactory	1%	\$ 400.00	2
21	12/7/2016	99,000.00	\$ 87,818.12		60 months	varies	12/26/2017	\$ 1,147.43	12/7/2021	5.50%	Satisfactory	1%	\$ 878.18	0
22	12/14/2016	80,000.00	\$ 67,100.79		60 months	\$1,533.00	11/30/2017	\$ 1,188.71	12/14/2021	5.50%	Satisfactory	1%	\$ 671.01	4
23	2/24/2017	90,000.00	\$ 79,959.42		36 months	varies	12/26/2017	\$ 1,158.98	4/20/2020	5.50%	Satisfactory	1%	\$ 799.59	0
											Satisfactory	1%	\$ 942.30	
24	4/14/2017	95,000.00	\$ 94,230.00		Four/Ten	\$1,035	12/1/2017	\$ 770.00	6/14/2021	5.50%				
25	7/10/2017	\$71,000	\$ 66,486.87		60 months	\$1,360	12/4/2017	\$ 866.80	8/25/2022	5.50%	Satisfactory	1%	\$ 664.87	
		1,716,900.00	\$ 980,857.16										\$ 65,635.33	
Status is graded per Percentage of reserve against the current outstanding balance of loan per CHAFA: Satisfactory is 1%, Watch is 10%, Substandard is 30% and Doubtful is 60%.														

Northwest Loan Fund REVOLVED FUNDS Portfolio - 12-31-17

	Loan Date	Original Amount	Current Balance	Original Term	Payment Plan	Last Paid Date	Principle Reduction - Last Pmt	Maturity	Rate	Grade	ALL Reserve %	ALL Reserve Amount	
Micro enterprises are businesses where all owners are low to moderate income and borrowing less than \$100,000; these do not have to create jobs													
5	4/9/2008	\$ 25,000.00	PAID IN FULL		\$300.00	8/23/2017 PAID IN FULL	\$300	3/15/2010	0.00%	Substandard	20.00%	PAID IN FULL	
20141223	12/30/2014	\$ 95,000.00	\$ 71,699.19	10/5 year	\$1,022.85	12/26/17	\$727	12/30/2019	5.25%	Satisfactory	1.00%	716.99	
20160414	9/15/2016	\$ 25,000.00	PAID IN FULL	2 year	\$1,300	6/6/2017 PAID IN FULL	\$20,665	9/15/2018	5.50%	Satisfactory	1.00%	PAID IN FULL	
20160804	8/4/2016	\$16,070.00	\$6,040.00	1 year	\$1,380.00	8/30/17	\$9,163	1/11/2018	5.50%	Watch	10.00%	604.00	
20171214	12/18/2017	50000 of \$100,000		1 year	\$8,575.00			2/18/2019	5.25%	Satisfactory	1.00%		
			\$ 77,739.19									\$1,320.99	
Status is graded per Percentage of reserve against the current outstanding balance of loan per CHAFA: Satisfactory is 1%, Watch is 10%, Substandard is 30% and Doubtful is 60%.													

Northwest Loan Fund OEDIT Portfolio - 12-31-17																
	Loan Date	Original Amount	Current Balance	Original Term	Payment Plan	Last Paid Date	Principle Reduction - Last Pmt	Maturity	Rate	Grade	ALL Reserve %	ALL Reserve Amount				
20170713	7/24/2017	\$ 37,337.00	\$ 31,756.76	5 yr	715.00	11/30/17	\$555	9/15/2022	5.50%	Satisfactory	1.00%					
20171012		\$ 10,000.00	\$ 5,000.00	2 yr	444.00			12/5/2019	6.25%	Satisfactory	1.00%					
20171214	12/18/2017	\$50,000 of \$100,000	\$ 52,031.50	1 yr	\$8,575	12/22/17	\$1,969	2/18/2019	5.25%	Satisfactory	1.00%					
			\$ 88,788.26													
Status is graded per Percentage of reserve against the current outstanding balance of loan per CHAFA: Satisfactory is 1%, Watch is 10%, Substandard is 30% and Doubtful is 60%.																
Job creation is not required with OEDIT Funds																

Northwest Colorado Council of Governments
Balance Sheet by Class -8800- NLF
As of February 28, 2018

11:55 AM
03/12/2018
Accrual Basis

8800- Northwest Loan Fund

ASSETS

Current Assets

Checking/Savings

1010 - 1st Bank Operating 43.50

1015 - NLF 1st Bank Checking 988,594.39

Total Checking/Savings 988,637.89

Accounts Receivable

1115 - NLF Loan Receivable 1,114,311.69

Total Accounts Receivable 1,114,311.69

Other Current Assets

1090 - Undeposited Funds 6,873.20

1315 - NLF - Allowance for Loan Loss -67,859.32

Total Other Current Assets -60,986.12

Total Current Assets 2,041,963.46

TOTAL ASSETS 2,041,963.46

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable

2000 - Accounts Payable 43.50

Total Accounts Payable 43.50

Other Current Liabilities

2200 - Cash Collateral 15,431.74

Total Other Current Liabilities 15,431.74

Total Current Liabilities 15,475.24

Total Liabilities 15,475.24

Equity

3000 - Fund Balance

3100 - NLF Net Assets 1,476,056.03

Total 3000 - Fund Balance 1,476,056.03

3900 - Retained Earnings 513,328.87

Net Income 37,103.32

Total Equity 2,026,488.22

TOTAL LIABILITIES & EQUITY 2,041,963.46

Northwest Colorado Council of Governments
Budget vs Actual - 8800 - Northwest Loan Fund
February 2018

3:20 PM
03/15/2018
Accrual Basis

	Jan - Feb 18	% of Budget	Annual Budget
Ordinary Income/Expense			
Income			
4000 - Grant Income			
4100 - Federal Grant Income	0.00	0.0%	400,000.00
4200 - State Grant Income	50,000.00	50.0%	100,000.00
4250 - Administration	0.00	0.0%	66,700.00
Total 4000 - Grant Income	50,000.00	8.82%	566,700.00
4720 - Revolved Interest			
4722 - Loans made after 1/1/14	4,792.49	6.66%	72,000.00
4720 - Revolved Interest - Other	313.68	31.37%	1,000.00
Total 4720 - Revolved Interest	5,106.17	7.0%	73,000.00
4730 - Origination Fee	0.00	0.0%	10,000.00
Total Income	55,106.17	8.48%	649,700.00
Gross Profit	55,106.17	8.48%	649,700.00
Expense			
6100 - Payroll Expenses			
6112 - Program Director	12,582.44	16.67%	75,494.00
6141 - Fiscal Office	0.00	0.0%	2,566.00
6210 - Taxes & Benefits	2,634.68	15.93%	16,540.00
Total 6100 - Payroll Expenses	15,217.12	16.09%	94,600.00
6410 - Contract Staff	0.00	0.0%	48,000.00
6520 - Outside Contract			
6420 - Fiscal Officer Expense	44.00	9.91%	444.00
6510 - Contractor	0.00	0.0%	3,000.00
6520 - Outside Contract - Other	55.25		
Total 6520 - Outside Contract	99.25	2.88%	3,444.00
6610 - Office Supplies	200.77	10.04%	2,000.00
6640 - Postage	1.41	0.47%	300.00
6660 - Advertising Expense	0.00	0.0%	500.00
6680 - Dues & Subscriptions	140.00	17.5%	800.00
6720 - Rent & Utilities	402.44	16.66%	2,415.00
6730 - Telephone Expense	128.55	18.36%	700.00
6760 - Insurance Premium Expense	101.75	407.0%	25.00
7110 - Program Supplies	0.00	0.0%	1,000.00
7120 - License & Permits	0.00	0.0%	50.00
7130 - Travel & Meeting	193.01	2.15%	9,000.00
7910 - Indirect Cost Allocation	1,519.96	16.12%	9,430.00
Total Expense	18,004.26	10.45%	172,264.00
Net Ordinary Income	37,101.91	7.77%	477,436.00
Net Income	37,101.91	7.77%	477,436.00

Northwest Loan Fund OPEN CONTRACT FUNDS Portfolio 2-28-18														
	Loan Date	Original Amount	Current Balance		Original Term	Payment Plan	Last Paid Date	Principle Reduction - Last Pmt	Maturity	Rate	Grade	ALL Reserve %	ALL Reserve Amount	Jobs Created YTD
1	5/6/2014	50,000.00	PAID IN FULL		Five/Three	\$951	12/31/2014 PAID IN FULL	\$ 45,474.29	5/6/2017	5.25%	Satisfactory	1%	PAID IN FULL	4
2	5/14/2014	40,000.00	\$ 27,251.12		Ten/Five	\$430	2/5/2018	\$ 306.12	5/14/2019	5.25%	Satisfactory	1%	\$ 272.51	2
3	6/5/2014	20,000.00	\$ 13,944.61		Ten/Three	\$215	2/20/2018	\$ 145.48	6/5/2025	5.25%	Satisfactory	1%	\$ 139.45	MICRO
4	10/16/2014	95,000.00	PAID IN FULL		Ten/five	\$1,022.85	PAID IN FULL		10/17/2019	5.25%	Satisfactory	1%	PAID IN FULL	12
5	10/16/2014	51,500.00	\$ 20,841.37		Five/skip May Ju	\$967.67	2/28/2018	\$ 5,943.45	10/17/2019	4.75%	Watch	10%	\$ 2,084.14	MICRO
6	12/5/2014	96,000.00	\$ 39,770.99		Five/Five	\$1,828.00	2/7/2018	\$ 1,637.39	12/5/2019	5.25%	Satisfactory	1%	\$ 397.71	3
7	12/31/2014	52,000.00	PAID IN FULL		Seven/Three	\$744.00	3/28/2017	39,601.39		5.25%	Satisfactory	1%	PAID IN FULL	5
8	2/27/2015	60,000.00	PAID IN FULL		44 months	\$1,505.00	3/3/2017 PAID IN FULL	\$ 8,747.50	10/19/2018	5.25%	Watch	1%	PAID IN FULL	5
9	4/22/2015	11,400.00	\$ 5,639.76		Five	\$217.00	2/20/2018	\$ 196.17	4/22/2020	5.25%	Satisfactory	1%	\$ 56.40	MICRO
10	4/22/2015	86,000.00	\$ 82,037.88		77/36 months	\$1,300.00	3/29/2016	\$ 3,241.37	4/22/2018	5.25%	Doubtful	40%	\$ 32,815.15	1
11	4/22/2015	75,000.00	PAID IN FULL		Five	\$1,430.00	1/26/2016 PAID IN FULL	\$ 72,450.98	4/22/2020	5.25%	Satisfactory	1%	PAID IN FULL	PAID IN FULL/Where is info
12	6/18/2015	80,000.00	\$ 41,587.88		Five/Three	\$1,522.00	2/19/2018	\$ 1,327.98	6/18/2018	5.25%	Satisfactory	1%	\$ 415.88	4
13	7/29/2015	35,000.00	\$ 11,727.09		42 months	\$915.00	2/5/2018	\$ 859.93	2/3/2019	5.25%	Satisfactory	1%	\$ 117.27	MICRO
14	8/25/2015	20,000.00	PAID IN FULL		36 months	\$606	3/28/2017 PAID IN FULL	\$ 10,382.22	10/25/2018	5.25%	Satisfactory	1%	PAID IN FULL	see first loan
15	9/23/2015	80,000.00	\$ 48,669.20		Five/Three	\$1,522.00	2/5/2018	\$ 1,522.00	9/23/2018	5.25%	Satisfactory	1%	\$ 486.69	0
16	10/7/2015	40,000.00	PAID IN FULL		Five/Three	\$971.00	1/17/2017 PAID IN FULL	\$ 22,287.08	10/7/2018	5.25%	Satisfactory	1%	PAID IN FULL	MICRO
17	2/2/2016	20,000.00	\$ 10,969.41		48 months	\$466.00	2/7/2018	\$ 861.51	2/2/2020	5.50%	Satisfactory	1%	\$ 109.69	0
18	5/2/2016	50,000.00	PAID IN FULL		48 months	\$1,165.00	9/26/2017	\$ 14,637.92	5/2/2020	5.50%	Satisfactory	1%	PAID IN FULL	see above
19	5/10/2016	280,000.00	\$ 227,322.89		60 months	\$5,359.00	8/30/2017	\$ 44,696.48	5/10/2021	5.50%	Watch	10%	\$ 22,732.29	2
20	9/22/2016	40,000.00	\$ 27,371.80		60 months	\$767.00	1/16/2018	\$ 647.14	11/22/2021	5.50%	Satisfactory	1%	\$ 400.00	2
21	12/7/2016	99,000.00	\$ 83,979.20		60 months	varies	2/8/2018	\$ 2,081.67	12/7/2021	5.50%	Satisfactory	1%	\$ 839.79	0
22	12/14/2016	80,000.00	\$ 64,695.06		60 months	\$1,533.00	2/5/2018	\$ 1,200.78	12/14/2021	5.50%	Satisfactory	1%	\$ 646.95	4
23	2/24/2017	90,000.00	\$ 77,528.17		36 months	varies	1/18/2018	\$ 2,431.25	4/20/2020	5.50%	Satisfactory	1%	\$ 775.28	0
24	4/14/2017	95,000.00	\$ 94,230.00		Four/Ten	\$1,035	12/1/2017	\$ 770.00	6/14/2021	5.50%	Satisfactory	1%	\$ 942.30	
25	7/10/2017	\$71,000	\$ 65,430.14		60 months	\$1,360	7/9/1928	\$ 1,056.73	8/25/2022	5.50%	Satisfactory	1%	\$ 654.30	
		1,716,900.00	\$ 942,996.57										\$ 63,885.80	
Status is graded per Percentage of reserve against the current outstanding balance of loan per CHAFA: Satisfactory is 1%, Watch is 10%, Substandard is 30% and Doubtful is 60%.														

Northwest Loan Fund REVOLVED FUNDS Portfolio - 2-28-18														
	Loan Date	Original Amount	Current Balance	Original Term	Payment Plan	Last Paid Date	Principle Reduction - Last Pmt	Maturity	Rate	Grade	ALL Reserve %	ALL Reserve Amount		
Micro enterprises are businesses where all owners are low to moderate income and borrowing less than \$100,000; these do not have to create jobs														
5	4/9/2008	\$ 25,000.00	PAID IN FULL		\$300.00	8/23/2017 PAID IN FULL	\$300	3/15/2010	0.00%	Substandard	20.00%	PAID IN FULL		
20141223	12/30/2014	\$ 95,000.00	\$ 57,104.32	10/5 year	\$1,022.85	02/26/	\$930	12/30/2019	5.25%	Satisfactory	1.00%	571.04		
20160414	9/15/2016	\$ 25,000.00	PAID IN FULL	2 year	\$1,300	6/6/2017 PAID IN FULL	\$20,665	9/15/2018	5.50%	Satisfactory	1.00%	PAID IN FULL		
20160804	8/4/2016	\$16,070.00	\$6,040.00	1 year	\$1,380.00	8/30/17	\$9,163	1/11/2018	5.50%	Watch	10.00%	604.00		
20171214	12/18/2017	50000 of \$100,000		1 year	\$8,575.00			2/18/2019	5.25%	Satisfactory	1.00%			
			\$ 63,144.32									\$1,175.04		
Status is graded per Percentage of reserve against the current outstanding balance of loan per NLF Loan Policy: Satisfactory is 1%, Watch is 10%, Substandard is 30% and Doubtful is 60%.														

Northwest Loan Fund STATE OEDIT Portfolio - 2-28-17												
	Loan Date	Original Amount	Current Balance	Original Term	Payment Plan	Last Paid Date	Principle Reduction - Last Pmt	Maturity	Rate	Grade	ALL Reserve %	ALL Reserve Amount
20170713	7/24/2017	\$ 37,337.00	\$ 30,639.30	5 yr	715.00	2/5/18	\$558	9/15/2022	5.50%	Satisfactory	1.00%	
20171012		\$ 10,000.00	\$ 7,500.00	2 yr	444.00			12/5/2019	6.25%	Satisfactory	1.00%	
20171214	12/18/2017	\$50,000 of \$100,000	\$ 70,031.50	1 yr	\$8,575	12/22/17	\$1,969	2/18/2019	5.25%	Satisfactory	1.00%	
			\$ 108,170.80									
Status is graded per Percentage of reserve against the current outstanding balance of loan per NLF Loan Policy: Satisfactory is 1%, Watch is 10%, Substandard is 30% and Doubtful is 60%.												
Job creation is not required with OEDIT Funds												



Northwest Colorado Council of Governments

NWCCOG Council Meeting

Conference Call

Silverthorne, CO

October 26, 2017

Council & EDD Board Members Present:

Anne McKibbin, Town of Eagle
Bob Sirkus, Town of Snowmass Village
Carolyn Skowrya, Town of Dillon
Deborah Shaner, Town of Frisco
Jeff Shroll, Town of Gypsum
Karn Stiegelmeier, Summit County
Kathi Meyer, City of Steamboat Springs (Administrative Representative)
Kathryn Trauger, City of Glenwood Springs
Patti Clapper, Pitkin County
Thomas Clark, Town of Kremmling
Watkins Fulk-Gray, Town of Basalt

NWCCOG Staff:

Angie Welsh
Elaina Wiegand
Jon Stavney
Mike Kurth
Nate Walowitz

Call to Order

Karn Stiegelmeier, NWCCOG Council Chair called the NWCCOG Council Meeting to order at 10:05 a.m. Roundtable introductions were completed, and a quorum was present for the group.

Approval of Meeting Agenda

M/S/P Jeff Shroll/Deborah Shaner to approve the July 27, 2017 NWCCOG meeting minutes after revising typo correction.

Approval of August – September 2017 Financials

In the NLF portfolio spreadsheets, some of the loans are labeled "Micro" with no job number. ***Note that Micro enterprises are businesses where all owners are low to moderate income and they are borrowing less than \$100k; these do not have to commit to creating jobs.***

M/S/P Thomas Clark/Patti Clapper to approve the August – September 2017 financials as presented.

Approval of Revised Bank & Investment Policy

M/S/P Thomas Clark/Deborah Shaner to approve the revised Bank & Investment Policy.

Approval of Revised Cash Receipt Policy

M/S/P Thomas Clark/Deborah Shaner to approve the revised Cash Receipt Policy.

Approval to Authorize NWCCOG to Act as Network Administrator for Project THOR (council packet memo pgs. 30-33)

Nate Walowitz summarized Project THOR and asked the council for the authority to issue the RFP. Project THOR managed aggregated middle mile solution for government agencies and non-government entities. One objective of this project is to create multiple paths to connect broadband to Denver. It can help regional businesses get access to lower cost more reliable bandwidth. If we purchase bandwidth together, it is less expensive. Participation is optional. For anyone who is not currently on the list (in memo) but interested in participating, please contact Nate Walowitz. The council asked for a user-friendly memo to go out to Town Managers and Commissioners sharing the opportunity in a simplistic language. Jurisdictions opting out of SB152 have the opportunity to go beyond contracting with NWCCOG and are allowed to spend money on projects to improve your broadband access. Three motions presented, all needing approval.

M/S/P Deborah Shaner/Anne McKibbin I move to authorize NWCCOG to act as the Network Administrator for Project THOR as outlined in the council packet memo.

M/S/P Thomas Clark/Deborah Shaner I move to utilize the NWCCOG Foundation to receive revenues from the program as may be beneficial.

M/S/P Deborah Shaner/Anne McKibbin I also move to authorize the NWCCOG Broadband coordinator to issue an RFP to seek a qualified and experienced Network Manager and Network Operator for Project THOR as outlined in the council packet memo.

NWCCOG Personnel Update

Jon Stavney referred to the Program Updates within the council packet in the administration/regional business update.

- The Broadband Program has been investigating different ways to fund Nate Walowitz's Coordinator position, and will be applying for DOLA funding in the December 2017 cycle for one year of funding from July 2018.
- The Elevator Inspection Program currently has a position open for the Elevator Inspection Program Director, open until filled, and posted on our website: <http://nwccog.org/about/employment-opportunities/>. This came out of a notice of correction from the state in regards to changing structure of enforcement. We are writing policies and procedures that we did not have before.
- The Mobility Mountain Ride Call Center's Mobility Manager, Susan Juergensmeier, has decided to retire after accomplishing the program goals set forth when the program first began five years ago. NWCCOG is exploring options for restructuring roles within the department utilizing existing staff following Susan's retirement from re-designing roles or advertising for another Mobility Manager. Susan has been actively cross-training two employees for a number of months prior to the announcement. Mountain Ride will be moved to supervision under the Alpine Area Agency on Aging which reports to Erin Fisher.
- NWCCOG has taken on the Northwest Healthcare Coalition as fiscal agent. This program is hospital disaster awareness and planning. The contract position is advertised on our website. Interviews begin today and are being conducted by Abbie Cobb and Julie Zangari who chair the HCC committee.

Elected Officials Training Update (council packet memo pgs. 34-35)

NWCCOG is requesting funding from DOLA in the October round to bring to the mountains a new program being developed by Debbie Brinkman and Michael Penny for newly elected officials training. Retail cost for the training is \$1400 per newly elected official for 2 day intensive training. The bulk of the grant request is to bring 1-2 of those cohorts up to the mountains after the April 2018 elections and reducing the cost to \$450 for each newly elected official. Many jurisdictions and municipalities have a majority potential of seats.

Approval of Draft 2018 Council Meeting Schedule

The proposed 2018 Council Meeting Schedule will be on December agenda for approval. The Council made no adjustments regarding the proposed schedule.

Approval of Draft 2018 NWCCOG Budget

Jon Stavney reviewed the draft 2018 NWCCOG Budget which was in the packet, pointing out changes and highlights for each program. There were some questions, but no proposed adjustments to the budget. The proposed 2018 NWCCOG Budget will be on December agenda for approval.

Program Updates

Any jurisdictions wanting to give comment or have questions regarding whether the State should opt in or opt out to a federally run public safety broadband network that would be provided by AT&T, should contact Nate Walowitz as he sits on the First Net Colorado Governing Board. AT&T will be giving their final presentation on Monday, October 30. Then Governor will potentially give First Net the State's decision by December 28. Nate will send out a memo to the council.

Member Updates

Town of Frisco, Deborah Shaner: the Town is issuing 2 RFPs to build workforce housing in town. "Trick-or-Treat Street" is on Tuesday night (October 31). Town just finished budget process.

Town of Gypsum, Jeff Shroll: Gypsum is looking at several different traffic improvements for 2018. Council approved an RFP with Retail Coach to look at economic development by way of a market analysis and leakage study, which will

provide them a focal point on what businesses Gypsum should be paying attention to and what kind of leakage the Town is experiencing. The idea is that this will help Gypsum structure and begin implementing their master plan. Subway is opening across from the high school around Thanksgiving. Gypsum continues to work on their “Hardest Travel Trail Programs” which seeks to tie in the Town of Eagles trails with Gypsum.

Town of Eagle, Anne McKibbin: Eagle County acquired the Hardscrabble Ranch open space. Last weekend the town had 4th consecutive hosting of the high school Colorado Mountain Biking Championships.

City of Steamboat Springs, Kathy Myer: Steamboat is having their municipal elections on November 7th. There are four positions up, but three of us are running unopposed. Housing authority is asking for a property tax for affordable housing, which if approved by voters would be Steamboat’s first property tax. The City is working on a combined law enforcement facility which will collocate Steamboat Springs Police, Routt County Sheriff’s Department, and the County Communications Center to be finished in June 2018.

Town of Snowmass Village, Bob Sirkus: the Town has a broadband opt out ballot issue for November election. Over the past 5 months cell service in the Valley seems to have deteriorated. If approved we will start working on the dead spots in town. Their Town Council approved a public arts strategic plan and process for art acquisition. Town is about to be reviewing proposals for the use of a building in the Bay Village that the town received as a community benefit for base village. The Fire Department Construction Project and Water & Sanitation Construction project are both moving along and on target with early construction goals.

Town of Dillon, Carolyn Skowrya: Dillon’s amphitheater construction should be completed by June 15th as anticipated. A developer is putting in three apartment buildings to be 50% workforce housing. That same developer is also putting two condo buildings in the center of town serving as 25% workforce housing. Ice Castles are coming to Dillon this winter.

Town of Kremmling, Thomas Clark: the Town experienced record sales tax for July and August, making them ahead of last year. Ballots are out to opt out of senate bill 152. The Meat Market is back in business.

Town of Basalt, Watkins Fulk-Gray: someone in Basalt recently snipped the wrong cable causing the town to lose landlines, Internet, and cable all at the same time. If anyone in town needed assistance, they were forced to go to their nearest Fire Department to call out. Basalt completed their Underpass Project under State Highway 82.

City of Glenwood Springs, Kathryn Trauger: the Grand Avenue Bridge anticipates opening to three lanes ahead of schedule on November 7th. The City recently received a Garfield County Federal Mineral Leaves District Grant for their 27th Street Project. They are moving forward with several other projects including 7th Street, 6th Street, South Bridge, Confluence area, and some river restoration. They have a new mountain bike trail called Grand Staff Trail. The City’s sales tax is taking a hit due to the Grand Avenue Bridge construction.

Summit County, Karn Stiegelmeier: Summit’s economy is booming. Sales tax is up. There is a continuing problem with housing leading many employers struggling to find employees because prospects cannot find a place to live. We have several voter approved taxes supporting housing, but not enough to get things off the ground. We are in the process of working with towns and counties for climate action planning. Working on a few bills that will benefit counties. The County is beginning a very controversial public process with e-bikes. Summit is going to be taking what Boulder and Jeffco County have done. Our Iron Spring section of Highway 9 from Frisco to Breckenridge is almost open. The ribbon cutting is next week and road will be drivable this winter. Wildlife tunnel and bike paths are also done. **New Business:** There was none.

Adjournment:

M/S/P Deborah Shaner/Karn to adjourn the NWCCOG Council Meeting at 12:14 p.m.

Karn Stiegelmeier, NWCCOG Council Chair

Date

SFY 18-19 Recommendations

	Service	Recommended Amount	Recommended Units
Colorado Legal Services			
	Legal Services	\$10,375.00	167
		\$10,375.00	167
Eagle County Public Health & Environment			
	Congregate Meals	\$80,803.00	9350
	Home Delivered Meals	\$24,519.00	1349
	Transportation	\$28,677.00	2462
		\$133,999.00	13161
Grand County Council on Aging			
	Transportation	\$55,540.00	5479
		\$55,540.00	5479
Grand County Rural Health Network			
	Case Management	\$7,500.00	150
	Info and Referral	\$3,361.00	244
		\$10,861.00	394
Grand County Senior Nutrition			
	Congregate	\$34,000.00	3400
	Home Delivered Meals	\$35,000.00	2047
		\$69,000.00	5447
Jackson County Council on Aging			
	Assisted Transportation	\$9,400.00	255
	Transportation	\$20,639.00	2000
	Home Delivered Meals	\$16,555.00	1500
	Info and Referral	\$5,237.00	500
		\$51,831.00	4255
Pitkin County Adult and Family Services			
	Case Management	\$12,635.00	370
		\$12,635.00	370
Pitkin County Senior Services			
	Congregate	\$80,000.00	10200
	Home Delivered Meals	\$20,610.00	1000
		\$100,610.00	11200
Summit County Senior Services			
	Info and Referral	\$6,750.00	650
	Case Management	\$14,800.00	270
	Transportation	\$2,500.00	111
		\$24,050.00	1031
		\$468,901.00	41,504.00

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Colorado 80498



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qqwater@nwccog.org

MEMORANDUM

TO: Director Stavney and NWCCOG Council

FROM: Torie Jarvis, Director, NWCCOG Water Quality/ Quantity Committee (QQ)

DATE: March 09, 2018

RE: **Fiscal agency to the Upper Colorado Wild & Scenic Stakeholders Group (W&S SG)**

Request to the Council:

We hope that Council would give a “thumbs up” for this outlined funding request and delegate either Jon Stavney or Karn Steigelmeier the ability to sign the funding request when finalized. The W&S SG would like to submit a funding request for \$81,480 to the CWCB through NWCCOG around April 1, 2018 if at all possible.

Background:

In October 2016, NWCCOG passed a resolution to serve as a fiscal agent to the Upper Colorado Wild & Scenic Stakeholders Group (W&S SG). The W&S SG seeks to balance permanent protection of the Outstandingly Remarkable Values, certainty for the stakeholders, water project yield, and flexibility for water users along the Upper Colorado River. Members of the W&S SG include NWCCOG members Grand, Eagle, and Summit Counties as well as two QQ members: the Colorado River Water Conservation District and the Eagle River Water & Sanitation District.

The W&S SG would like to apply for approximately \$81,480 from the Colorado Water Conservation Board’s Wild & Scenic Rivers Fund through NWCCOG. This would be their first

	NWCCOG funding request for W&S SG (Apr 2018-Mar 2019)
Administration	\$27,600
Tech/Monitoring	\$50,000
5% admin. cost	\$3,880
TOTAL	\$81,480

funding request utilizing NWCCOG as a fiscal agent. The W&S SG plans to formally approve this funding request at their March 19 meeting.

The funding request would be from April 2018-March 2019, and includes funding for administrative costs (\$27,600) and technical/ monitoring support for the group (\$50,000). As per the resolution, the request includes a 5% administrative fee to NWCCOG totaling \$3,880 (see table to the right).

The administrative costs to NWCCOG should be minimal. NWCCOG would provide fiscal support through payment of invoices and submittal of reimbursement requests under the CWCB grant. NWCCOG would be responsible for:

- payment and reimbursement for monthly invoices from Anna Drexler-Dreis, the W&S SG's Administrator contracted through NWCCOG;
- 1-2 invoices totaling approximately \$38,000 within the year that will reimburse Northern Water Conservancy District for technical consulting in support of the W&S SG; and
- either reimbursing Northern or direct payment to a consultant for \$12,000 in support needed for the W&S SG's technical committees (at most, a monthly payment and reimbursement over several months).

QQ Director Torie Jarvis will take care of as much administrative work as possible in coordination with Jon Stavney and the Coordinator and Chairs of the W&S SG.

Northwest Colorado Council of Governments
Summary Balance Sheet
 As of December 31, 2017 - pre-audit

1:04 PM
 03/13/2018
 Accrual Basis
 Dec 31, 17

ASSETS

Current Assets

Checking/Savings	1,832,679.19
Accounts Receivable	1,623,630.32
Other Current Assets	-66,197.86

Total Current Assets 3,390,111.65

Fixed Assets 846,412.00

TOTAL ASSETS 4,236,523.65

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	138,376.67
Credit Cards	999.84
Other Current Liabilities	257,162.31

Total Current Liabilities 396,538.82

Long Term Liabilities 609,775.84

Total Liabilities 1,006,314.66

Equity 3,230,208.99

TOTAL LIABILITIES & EQUITY 4,236,523.65

NWCCOG

STATEMENT OF REVENUES AND EXPENDITURES

12-31-17

100% of the year - pre-audit

	2017 REVENUE BUDGET	REVENUE YTD ACTUAL	REVENUE BUDGET TO ACTUAL	2017 EXPENSE BUDGET	EXPENSES YTD ACTUAL	EXPENSES BUDGET TO ACTUAL	2017 NET BUDGET	REVENUES OVER EXPENSES ACTUAL	Beginning of Year RESERVED PROGRAM FUNDS	End of Year RESERVED PROGRAM FUNDS
COG PROGRAM FUNDS										
Core Programs										
REGIONAL BUSINESS	537,160	546,275	102%	560,416	547,113	98%	(23,256)	(838)		
ELEVATOR INSPECTION	854,000	840,245	98%	629,003	596,726	95%	224,997	243,519	22,500	22,500
ADRC- CO HLTH FOUND	0	2,807		0	2,807			0		
RSVP-VOLUNTEERS	78,515	60,452	77%	78,515	60,452	77%	0	0		
SHIP- Insurance Consulting	15,000	6,102	41%	15,000	6,102	41%	0	0		
SMP	3,176	2,391		3,176	2,391			0		
AGE/NUTRITION (non-Grant)	0	11,659		(5,319)	0		5,319	11,659	6,337	17,996
AGE/NUTRITION (State FY 16/17)	544,271	473,352	87%	544,271	473,352	87%	0	0		
AGE/NUTRITION (State FY 17/18)	544,271	594,381	109%	544,271	594,381	109%	0	0		
AGE/NUTRITION TOTAL	1,185,233	1,151,146	98%	1,179,914	1,139,487	97%	5,319	11,659	6,337	17,996
WATERSHED SERVICES	19,430	28,193	145%	26,992	28,193	104%	(7,562)	0		
ECONOMIC DEVELOPMENT DIST	317,600	328,459	103%	316,262	328,459	104%	1,338	0		
WEATHER (Jumpstart)	0	1,700		0	632		0	1,068		
WEATHER (NCARE)	32,000	57,633		32,000	37,338		0	20,295		
WEATHER (Machebeuf)	19,625	32,397		19,625	18,146		0	14,251		
WEATHER CARE	78,820	91,007	115%	78,820	87,339	111%	0	3,668		
WEATHER CIP	78,819	60,721	77%	78,819	49,325	63%	0	11,397		
WEATHER (State FY16/17)	400,554	400,554	100%	400,554	400,554	100%	0	0		
WEATHER (State FY17/18)	479,680	432,261	90%	479,680	432,261	90%	0	0		
ENERGY MANAGEMENT TOTAL	1,089,498	1,076,273	95%	1,089,498	1,025,594	94%	0	50,679	0	0
Other COG Programs										
HOMELAND SECURITY	75,450	111,796	148%	75,450	111,696	148%	0	100		
CO HEALTH CARE COALITION	30,181	7,041		30,181	7,041		0	0		
CO BARK BEETLE COOPERATIVE	0	1,390	#DIV/0!	0	0	#DIV/0!	0	1,390		
NWCCoG FOUNDATION	0	2,917		0	2,917		0	0		
SBDC	0	0		0	0		0	0		
REGIONAL TRANSPORTATION CC	626,433	598,478	96%	626,433	598,478	96%	0	0		
Total COG Program Funds	4,734,985	4,692,212	99%	4,534,149	4,385,703	97%	200,836	306,509	28,837	40,496
EXTERNAL PROGRAM FUNDS										
WATER QUALITY/QUANTITY	152,677	152,590	100%	157,530	149,885	95%	(4,853)	2,705	121,416	124,121
SWQC	32,000	71,154	222%	32,904	38,408	117%	(904)	32,746	0	0
Total External Program Funds	184,677	223,744	121%	190,434	188,293	99%	(5,757)	35,451	121,416	124,121
Total Program Funds	4,919,662	4,915,957	100%	4,724,583	4,573,996	97%	195,079	341,960	150,253	164,618
REGIONAL LOAN FUND	579,443	624,715	108%	559,344	111,386	19%	20,099	513,329	1,109,087	1,622,416
INTERNAL SERVICE FUNDS										
INDIRECT	216,549	215,265	99%	243,528	241,822	112%	(26,979)	(26,557)	(157)	(26,714)
COG BUILDING FUND	75,684	75,648	100%	66,447	65,912	87%	9,237	9,736	24,823	34,559
MOTOR POOL	36,000	35,273	98%	18,000	15,532	43%	18,000	19,741	49,979	69,721
Total Service Funds	328,233	326,186	99%	327,975	323,266	99%	258	2,921	74,646	77,566
COG FUNDS Subtotal	5,827,338	5,866,858	101%	5,611,902	5,008,648	86%	215,436	858,210	1,333,986	1,864,600

Northwest Colorado Council of Governments
List of payments by Class
January through February 2018

4:13 PM
03/15/2018
Cash Basis

* COG PROGRAM FUNDS		
1100- Regional Business		
01/04/2018	Walowitz, Nate {vendor}	413.56
01/04/2018	Golden Eagle Elderly Housing Corp{v}	20,500.00
01/08/2018	Rocky Mountain Climate Organization	4,000.00
01/08/2018	County Health Pool	1,310.08
01/08/2018	UNUM Life Insurance CO of America	57.37
01/11/2018	Sullivan Green Seavy, LLC	1,830.00
01/11/2018	Cornerstone Geospatial Consulting	4,445.00
01/11/2018	Sullivan Green Seavy, LLC	1,220.00
01/22/2018	Rocky Mountain Climate Organization	2,000.00
01/25/2018	Lotic Hydrological, LLC	187.50
01/25/2018	North Star Consulting Group	450.00
01/26/2018	Victoria Jarvis	1,955.00
02/01/2018	County Health Pool	1,269.76
02/01/2018	County Health Pool	40.32
02/01/2018	UNUM Life Insurance CO of America	2.19
02/01/2018	UNUM Life Insurance CO of America	1.44
02/01/2018	UNUM Life Insurance CO of America	53.74
02/05/2018	Stavney, Jon {vendor}	446.90
02/21/2018	Laser Graphics	32.52
02/21/2018	North Star Consulting Group	655.00
02/26/2018	Cornerstone Geospatial Consulting	4,400.00
Total 1100- Regional Business		45,270.38
1200- Broadband		
01/08/2018	County Health Pool	1,746.78
01/08/2018	UNUM Life Insurance CO of America	76.50
01/22/2018	Verizon Wireless Services	55.88
02/01/2018	County Health Pool	1,693.02
02/01/2018	County Health Pool	53.76
02/01/2018	UNUM Life Insurance CO of America	1.92
02/01/2018	UNUM Life Insurance CO of America	71.66
02/01/2018	UNUM Life Insurance CO of America	2.92
02/21/2018	Walowitz, Nate {vendor}	1,025.15
02/21/2018	Verizon Wireless Services	56.31
Total 1200- Broadband		4,783.90
2100- Elevator Inspection		
01/04/2018	A Smart Elevator Solution LLC{s corp}	150.00
01/04/2018	A Smart Elevator Solution LLC{s corp}	175.00
01/04/2018	A Smart Elevator Solution LLC{s corp}	175.00
01/04/2018	A Smart Elevator Solution LLC{s corp}	175.00
01/04/2018	A Smart Elevator Solution LLC{s corp}	150.00

UNUM		
01/08/2018	County Health Pool	1,423.48
01/08/2018	County Health Pool	24.00
01/08/2018	County Health Pool	768.00
01/08/2018	County Health Pool	767.52
01/08/2018	County Health Pool	644.47
01/08/2018	UNUM Life Insurance CO of America	46.17
01/08/2018	UNUM Life Insurance CO of America	46.17
01/08/2018	UNUM Life Insurance CO of America	48.30
01/08/2018	UNUM Life Insurance CO of America	37.65
01/11/2018	A Smart Elevator Solution LLC{s corp}	175.00
01/22/2018	Verizon Wireless Services	199.88
01/25/2018	A Smart Elevator Solution LLC{s corp}	175.00
01/25/2018	A Smart Elevator Solution LLC{s corp}	175.00
01/25/2018	A Smart Elevator Solution LLC{s corp}	500.00
01/25/2018	A Smart Elevator Solution LLC{s corp}	175.00
01/25/2018	A Smart Elevator Solution LLC{s corp}	175.00
01/25/2018	North Star Consulting Group	74.00
02/01/2018	County Health Pool	43.81
02/01/2018	County Health Pool	1,379.67
02/01/2018	County Health Pool	23.26
02/01/2018	County Health Pool	0.74
02/01/2018	County Health Pool	744.36
02/01/2018	County Health Pool	23.64
02/01/2018	County Health Pool	743.90
02/01/2018	County Health Pool	23.62
02/01/2018	County Health Pool	624.64
02/01/2018	County Health Pool	19.83
02/01/2018	UNUM Life Insurance CO of America	1.94
02/01/2018	UNUM Life Insurance CO of America	1.28
02/01/2018	UNUM Life Insurance CO of America	47.57
02/01/2018	UNUM Life Insurance CO of America	1.16
02/01/2018	UNUM Life Insurance CO of America	43.25
02/01/2018	UNUM Life Insurance CO of America	1.76
02/01/2018	UNUM Life Insurance CO of America	1.84
02/01/2018	UNUM Life Insurance CO of America	1.22
02/01/2018	UNUM Life Insurance CO of America	45.24
02/01/2018	UNUM Life Insurance CO of America	0.95
02/01/2018	UNUM Life Insurance CO of America	1.44
02/01/2018	UNUM Life Insurance CO of America	35.26
02/03/2018	1st Bank Checking	207.59
02/05/2018	A Smart Elevator Solution LLC{s corp}	175.00
02/05/2018	A Smart Elevator Solution LLC{s corp}	350.00
02/05/2018	A Smart Elevator Solution LLC{s corp}	175.00
02/05/2018	1st Bank Checking	439.33
02/08/2018	A Smart Elevator Solution LLC{s corp}	175.00

2910000000		
02/21/2018	A Smart Elevator Solution LLC{s corp}	1,000.00
02/21/2018	Laser Graphics	65.04
02/21/2018	A Smart Elevator Solution LLC{s corp}	150.00
02/21/2018	A Smart Elevator Solution LLC{s corp}	500.00
02/21/2018	Alpine PC	700.00
02/21/2018	A Smart Elevator Solution LLC{s corp}	1,000.00
02/21/2018	North Star Consulting Group	152.00
02/21/2018	A Smart Elevator Solution LLC{s corp}	175.00
02/21/2018	Verizon Wireless Services	449.76
02/26/2018	Vasquez, Chris {v}	83.43
02/26/2018	Harris, David {vendor}	79.00
02/26/2018	A Smart Elevator Solution LLC{s corp}	150.00
02/26/2018	A Smart Elevator Solution LLC{s corp}	150.00
02/26/2018	Quill Corporation	0.95
Total 2100- Elevator Inspection		16,267.12
2910 - ADRC- CO Hlth Fndtn 6-30		
01/08/2018	County Health Pool	4.10
01/25/2018	CNDC dba Benefits in Action	5,100.00
02/01/2018	County Health Pool	3.97
02/01/2018	County Health Pool	0.13
Total 2910 - ADRC- CO Hlth Fndtn 6-30		5,108.20
2915 - 94.002 RSVP- 3-31-16		
01/04/2018	Quill Corporation	122.18
01/08/2018	County Health Pool	419.65
01/08/2018	UNUM Life Insurance CO of America	40.32
01/18/2018	Vesque, Andrea	361.40
01/18/2018	PolICASTRI, Anna {RSVP}	48.00
01/18/2018	Onderdonk, Carole	10.80
01/18/2018	Latkiewicz, Christopher	48.40
01/18/2018	Mott, Dave{RSVP}	48.00
01/18/2018	Surette, Richard	36.00
01/18/2018	Van Walraven, Ed	25.00
01/18/2018	Olive, Irene{NEMT}	51.20
01/18/2018	Olive, Irene{NEMT}	6.48
01/18/2018	Cleghorn, Jill{RSVP}	64.00
01/18/2018	Phillips, Johnnette	4.00
01/18/2018	Carr, Linda{RSVP}	60.00
01/18/2018	Sneath, Linda{RSVP}	42.00
01/18/2018	Vasquez, Lorraine	230.40
01/18/2018	Barker, Lucy	18.80
01/18/2018	McCafferty, Marlene{RSVP}	59.20
01/18/2018	Palmateer, Paula{RSVP}	72.00
01/18/2018	Einspahr, Sandra{RSVP}	56.40
01/18/2018	Welch, Shirley{RSVP}	32.00
01/18/2018	Glenwright, Stephanie	44.64

UNUM			
01/18/2018	Jones, Bill		80.00
01/22/2018	Vernell, Debbie		28.00
01/22/2018	Moos, Ronald		48.80
01/25/2018	Quill Corporation		67.94
01/25/2018	Quill Corporation		407.70
01/25/2018	Quill Corporation		71.82
01/25/2018	Quill Corporation		160.15
02/01/2018	County Health Pool		406.73
02/01/2018	County Health Pool		12.92
02/01/2018	UNUM Life Insurance CO of America		1.54
02/01/2018	UNUM Life Insurance CO of America		37.77
02/01/2018	UNUM Life Insurance CO of America		1.01
02/05/2018	Quill Corporation		42.19
02/05/2018	Quill Corporation		31.89
02/05/2018	Dawson, Adrienne		28.00
02/05/2018	PolICASTRI, Anna {RSVP}		48.00
02/05/2018	Roney, Beatrice		28.80
02/05/2018	Jones, Bill		78.80
02/05/2018	Colorado Mtn News Media{vendor}		541.58
02/05/2018	Vernell, Debbie		28.00
02/05/2018	Duffy, Floyd		113.12
02/05/2018	Cleghorn, Jill{RSVP}		36.00
02/05/2018	Carr, Linda{RSVP}		60.00
02/05/2018	McCafferty, Marlene{RSVP}		64.00
02/05/2018	Archibeque, Oralia{RSVP}		56.00
02/05/2018	Moos, Ronald		10.40
02/05/2018	Cassidy, Roseanne{RSVP}		64.00
02/05/2018	Einspahr, Sandra{RSVP}		114.40
02/05/2018	Glenwright, Stephanie		30.24
02/05/2018	Colorado Mtn News Media{vendor}		827.37
02/05/2018	Quill Corporation		5.09
02/15/2018	Vesque, Andrea		800.40
02/15/2018	Colorado Mtn News Media{vendor}		270.79
02/15/2018	Colorado Mtn News Media{vendor}		15.00
02/15/2018	Mott, Susan{RSVP}		72.00
02/15/2018	Christiansan, Elmer{RSVP}		74.80
02/15/2018	Olive, Irene{NEMT}		56.64
02/15/2018	Gillum, Judith{RSVP}		3.60
02/15/2018	Sneath, Linda{RSVP}		36.00
02/15/2018	Palmateer, Paula{RSVP}		89.60
02/15/2018	Scalpello, Gwendolyn		3.60
02/21/2018	Laser Graphics		32.52
02/26/2018	Vernell, Debbie		28.00
02/26/2018	Surette, Richard		48.00
02/26/2018	Quill Corporation		17.99

UNUM		
Total 2915 - 94.002 RSVP- 3-31-16		6,982.07
3017 AAAA 17/18		
3107 - Part A		
01/08/2018	County Health Pool	67.58
02/01/2018	County Health Pool	2.08
02/01/2018	County Health Pool	65.50
02/05/2018	Erin Fisher {vendor}	68.56
02/21/2018	Summit Bookkeeping & Payroll, Inc	112.00
Total 3107 - Part A		315.72
3137 - Part C-1		
01/22/2018	Pitkin County Senior Services	9,109.28
01/22/2018	Grand County Senior Nutrition	5,749.60
01/22/2018	Eagle County Public Health	9,089.05
01/22/2018	Hendershott, Melaine	50.00
01/22/2018	Hendershott, Melaine	400.00
02/21/2018	Pitkin County Senior Services	7,416.17
02/21/2018	Grand County Senior Nutrition	311.30
02/21/2018	Eagle County Public Health	1,093.47
02/21/2018	Hendershott, Melaine	300.00
Total 3137 - Part C-1		33,518.87
3167 - Part E		
01/08/2018	County Health Pool	34.60
01/08/2018	County Health Pool	31.89
01/22/2018	Jackson County Council on Aging	34.50
01/22/2018	Summit County Community & Senior Center	80.00
01/25/2018	AAAA Client	160.00
01/25/2018	AAAA Client	400.00
02/01/2018	County Health Pool	33.54
02/01/2018	County Health Pool	1.06
02/01/2018	County Health Pool	0.98
02/01/2018	County Health Pool	30.91
02/05/2018	AAAA Client	136.53
02/15/2018	AAAA Client	1,000.00
02/15/2018	AAAA Client	200.00
02/15/2018	AAAA Client	400.00
02/21/2018	Jackson County Council on Aging	34.50
02/21/2018	Summit County Community & Senior Center	80.00
Total 3167 - Part E		2,658.51
3317 - State Admin		
01/08/2018	County Health Pool	143.25
01/08/2018	County Health Pool	276.39
01/08/2018	UNUM Life Insurance CO of America	35.22
01/08/2018	UNUM Life Insurance CO of America	52.46
01/08/2018	UNUM Life Insurance CO of America	30.12
01/08/2018	County Health Pool	102.40

UNUM		
01/08/2018	County Health Pool	30.10
02/01/2018	County Health Pool	4.41
02/01/2018	County Health Pool	138.84
02/01/2018	County Health Pool	267.88
02/01/2018	County Health Pool	8.51
02/01/2018	UNUM Life Insurance CO of America	32.99
02/01/2018	UNUM Life Insurance CO of America	0.89
02/01/2018	UNUM Life Insurance CO of America	1.34
02/01/2018	UNUM Life Insurance CO of America	60.68
02/01/2018	UNUM Life Insurance CO of America	1.63
02/01/2018	UNUM Life Insurance CO of America	2.47
02/01/2018	UNUM Life Insurance CO of America	28.21
02/01/2018	UNUM Life Insurance CO of America	1.15
02/01/2018	UNUM Life Insurance CO of America	0.76
02/01/2018	County Health Pool	99.25
02/01/2018	County Health Pool	3.15
02/01/2018	County Health Pool	0.93
02/01/2018	County Health Pool	29.17
Total 3317 - State Admin		1,352.20
3327 - State Services		
01/04/2018	Quill Corporation	223.98
01/08/2018	County Health Pool	1,602.57
01/08/2018	County Health Pool	565.25
01/08/2018	County Health Pool	253.05
01/08/2018	County Health Pool	1,429.82
01/11/2018	AAAA Client	450.00
01/11/2018	AAAA Client	175.00
01/11/2018	Castle Peak Dental LLC{s-corp}	232.00
01/11/2018	Chocolate Software, LLC	1,443.75
01/11/2018	AAAA Client	300.00
01/11/2018	Grand County Home Care	360.00
01/11/2018	AAAA Client	350.00
01/11/2018	AAAA Client	450.00
01/11/2018	AAAA Client	320.00
01/11/2018	AAAA Client	400.00
01/11/2018	AAAA Client	200.00
01/11/2018	AAAA Client	28.34
01/11/2018	AAAA Client	180.00
01/11/2018	To The Rescue	450.00
01/11/2018	Laurie Patterson	365.36
01/12/2018	Laurie Patterson Web Design	200.00
01/22/2018	Verizon Wireless Services	53.87
01/22/2018	Colorado Legal Services (v){501(c)3	238.80
01/22/2018	Pitkin County Senior Services	4,771.50
01/22/2018	Pitkin County Senior Services	908.69

3327 - State Services		
02/15/2018	AAAA Client	75.00
02/15/2018	AAAA Client	200.00
02/15/2018	AAAA Client	200.00
02/21/2018	Colorado Legal Services (v){501(c)3	350.00
02/21/2018	Pitkin County Senior Services	3,867.49
02/21/2018	Pitkin County Senior Services	1,041.05
02/21/2018	Grand County Council on Aging	5,059.00
02/21/2018	Grand County Council on Aging	791.09
02/21/2018	Pitkin County Adult & Family Services	2,159.79
02/21/2018	Eagle County Public Health	3,622.85
02/21/2018	Eagle County Public Health	2,076.69
02/21/2018	Jackson County Council on Aging	1,926.53
02/21/2018	Jackson County Council on Aging	2,093.57
02/21/2018	Jackson County Council on Aging	495.67
02/21/2018	Jackson County Council on Aging	1,018.52
02/21/2018	Summit County Community & Senior Center	180.00
02/21/2018	Summit County Community & Senior Center	562.50
02/21/2018	Summit County Community & Senior Center	880.00
02/21/2018	Summit County Community & Senior Center	562.50
02/21/2018	Hendershott, Melaine	300.00
02/21/2018	Consortium for Older Adult Wellness	803.59
02/21/2018	Alpine PC	450.00
02/21/2018	Verizon Wireless Services	54.31
02/26/2018	Erin Fisher {vendor}	53.57
02/26/2018	Erin Fisher {vendor}	20.10
02/26/2018	AAAA Client	150.00
02/26/2018	High Country Concierge LLC	380.00
02/26/2018	AAAA Client	180.00
02/26/2018	Laurie Patterson	264.00
Total 3327 - State Services		77,793.57
3457 - HCPF Dental		
01/08/2018	Comfort Dental - GWS{partners}	110.00
01/08/2018	Regents of the University of Colorado	128.00
01/08/2018	County Health Pool	5.32
02/01/2018	County Health Pool	0.16
02/01/2018	County Health Pool	5.16
Total 3457 - HCPF Dental		248.64
3517 - NSIP C-1		
01/11/2018	Pitkin County Human Services	686.68
01/11/2018	Grand County Senior Nutrition	295.31
01/11/2018	Eagle County Public Health	807.49
Total 3517 - NSIP C-1		1,789.48
3527 - NSIP C-2		
01/11/2018	Pitkin County Human Services	117.01
01/11/2018	Grand County Senior Nutrition	205.29

UNUM		
01/11/2018	Jackson County Council on Aging	85.50
01/11/2018	Eagle County Public Health	126.72
Total 3527 - NSIP C-2		534.52
Total 3017 AAAA 17/18		118,211.51
3700 - WaterShed Services		
3710 - 208 Planning		
01/25/2018	Lane Wyatt, Inc	69.55
01/25/2018	Lane Wyatt, Inc	1,181.25
02/21/2018	Lane Wyatt, Inc	750.00
02/21/2018	Lane Wyatt, Inc	17.44
Total 3710 - 208 Planning		2,018.24
Total 3700 - WaterShed Services		2,018.24
3800- Econ Develop District		
01/08/2018	Community Systems	910.00
01/08/2018	County Health Pool	1,746.78
01/08/2018	UNUM Life Insurance CO of America	48.07
01/08/2018	UNUM Life Insurance CO of America	7.65
01/08/2018	County Health Pool	174.68
02/01/2018	County Health Pool	53.76
02/01/2018	County Health Pool	1,693.02
02/01/2018	UNUM Life Insurance CO of America	45.03
02/01/2018	UNUM Life Insurance CO of America	1.21
02/01/2018	UNUM Life Insurance CO of America	1.83
02/01/2018	UNUM Life Insurance CO of America	0.19
02/01/2018	UNUM Life Insurance CO of America	7.17
02/01/2018	UNUM Life Insurance CO of America	0.29
02/01/2018	County Health Pool	5.38
02/01/2018	County Health Pool	169.30
02/21/2018	Alpine PC	150.00
02/21/2018	North Star Consulting Group	38.00
Total 3800- Econ Develop District		5,052.36
4001-WX-Non Grant		
4008 - NCARE		
01/12/2018	Westland Distributing Inc	112.50
01/12/2018	Westland Distributing Inc	54.78
01/12/2018	Westland Distributing Inc	1,477.35
01/12/2018	Westland Distributing Inc	1,447.93
01/23/2018	Whirlpool Contract/Retail	639.00
01/29/2018	Whirlpool Contract/Retail	659.00
01/29/2018	American Pride Electric, LLC	2,682.75
01/29/2018	Sanders True Value	9.44
02/12/2018	Whirlpool Contract/Retail	659.00
02/26/2018	Westland Distributing Inc	146.37
02/26/2018	Westland Distributing Inc	146.37
Total 4008 - NCARE		8,034.49

4005 - CARE		
01/18/2018	Elmer Glass Co of Rifle Inc	48.00
01/26/2018	Whirlpool Contract/Retail	-659.00
01/29/2018	Westland Distributing Inc	637.72
Total 4005 - CARE		26.72
4010 - CIP		
01/11/2018	Colorado Hazard Control	400.00
01/29/2018	Mr T Hardware & Building Supply	16.20
Total 4010 - CIP		416.20
Total 4001-WX-Non Grant		8,477.41
4017-WX 17/18		
4447 - DOE Operating		
01/03/2018	BHW Associates	1,933.00
01/08/2018	County Health Pool	763.69
01/08/2018	County Health Pool	654.97
01/08/2018	County Health Pool	768.00
01/08/2018	County Health Pool	1,423.49
01/08/2018	County Health Pool	766.56
01/08/2018	County Health Pool	761.28
01/08/2018	County Health Pool	1,746.78
01/08/2018	County Health Pool	763.68
01/08/2018	County Health Pool	18.72
01/08/2018	County Health Pool	764.16
01/09/2018	FluentStream Technologies	116.35
01/19/2018	Westland Distributing Inc	7.50
01/19/2018	Westland Distributing Inc	299.76
01/19/2018	Westland Distributing Inc	30.00
01/23/2018	Mr T Hardware & Building Supply	7.98
01/23/2018	Mr T Hardware & Building Supply	46.46
01/23/2018	Four Sprys Investments, LLC{s-corp}	889.40
01/23/2018	Four Sprys Investments, LLC{s-corp}	530.78
01/23/2018	Connective Systems & Supply Inc.	254.10
01/23/2018	Mr T Hardware & Building Supply	84.03
01/23/2018	Mr T Hardware & Building Supply	18.98
01/23/2018	Mr T Hardware & Building Supply	27.85
01/24/2018	Eagle Rock Supply Co	881.20
01/29/2018	Sanders True Value	57.26
01/29/2018	Charles D Jones Co	63.09
01/29/2018	Town of Gypsum{vendor}	80.00
01/29/2018	Mr T Hardware & Building Supply	22.17
01/29/2018	Eagle Rock Supply Co	881.19
01/30/2018	Mr T Hardware & Building Supply	22.98
01/31/2018	Wex Bank	561.17
02/05/2018	BHW Associates	1,933.00
02/12/2018	Whirlpool Contract/Retail	659.00

4005 - CARE

01/18/2018	Elmer Glass Co of Rifle Inc	48.00
01/26/2018	Whirlpool Contract/Retail	-659.00
01/29/2018	Westland Distributing Inc	637.72
Total 4005 - CARE		26.72

4010 - CIP

01/11/2018	Colorado Hazard Control	400.00
01/29/2018	Mr T Hardware & Building Supply	16.20
Total 4010 - CIP		416.20

Total 4001-WX-Non Grant	8,477.41
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4017-WX 17/18

4447 - DOE Operating

01/03/2018	BHW Associates	1,933.00
01/08/2018	County Health Pool	763.69
01/08/2018	County Health Pool	654.97
01/08/2018	County Health Pool	768.00
01/08/2018	County Health Pool	1,423.49
01/08/2018	County Health Pool	766.56
01/08/2018	County Health Pool	761.28
01/08/2018	County Health Pool	1,746.78
01/08/2018	County Health Pool	763.68
01/08/2018	County Health Pool	18.72
01/08/2018	County Health Pool	764.16
01/09/2018	FluentStream Technologies	116.35
01/19/2018	Westland Distributing Inc	7.50
01/19/2018	Westland Distributing Inc	299.76
01/19/2018	Westland Distributing Inc	30.00
01/23/2018	Mr T Hardware & Building Supply	7.98
01/23/2018	Mr T Hardware & Building Supply	46.46
01/23/2018	Four Sprys Investments, LLC{s-corp}	889.40
01/23/2018	Four Sprys Investments, LLC{s-corp}	530.78
01/23/2018	Connective Systems & Supply Inc.	254.10
01/23/2018	Mr T Hardware & Building Supply	84.03
01/23/2018	Mr T Hardware & Building Supply	18.98
01/23/2018	Mr T Hardware & Building Supply	27.85
01/24/2018	Eagle Rock Supply Co	881.20
01/29/2018	Sanders True Value	57.26
01/29/2018	Charles D Jones Co	63.09
01/29/2018	Town of Gypsum{vendor}	80.00
01/29/2018	Mr T Hardware & Building Supply	22.17
01/29/2018	Eagle Rock Supply Co	881.19
01/30/2018	Mr T Hardware & Building Supply	22.98
01/31/2018	Wex Bank	561.17
02/05/2018	BHW Associates	1,933.00
02/12/2018	Whirlpool Contract/Retail	659.00

UNUM		
02/12/2018	Whirlpool Contract/Retail	993.00
02/21/2018	Verizon Wireless Services	571.00
02/21/2018	Wex Bank	1,312.46
02/26/2018	Columbia Industries, Inc.	24.20
02/26/2018	Whirlpool Contract/Retail	659.00
02/26/2018	Connective Systems & Supply Inc.	600.00
Total 4447 - DOE Operating		21,998.24
4437 - DOE H&S		
01/23/2018	Mr T Hardware & Building Supply	4.98
01/23/2018	Mr T Hardware & Building Supply	4.47
01/30/2018	B&B Plumbing & Heating	638.10
Total 4437 - DOE H&S		647.55
4427 - DOE Admin		
01/23/2018	Century Link	88.99
02/21/2018	Laser Graphics	162.53
02/21/2018	Alpine PC	150.00
02/21/2018	Summit Bookkeeping & Payroll, Inc	831.00
02/21/2018	North Star Consulting Group	76.00
02/26/2018	Laser Graphics	827.00
02/26/2018	Quill Corporation	224.99
Total 4427 - DOE Admin		2,360.51
4147 - LEAP Operating		
01/08/2018	FluentStream Technologies	112.36
01/08/2018	UNUM Life Insurance CO of America	28.65
01/08/2018	UNUM Life Insurance CO of America	34.48
01/08/2018	UNUM Life Insurance CO of America	38.94
01/08/2018	UNUM Life Insurance CO of America	59.50
01/08/2018	UNUM Life Insurance CO of America	33.35
01/08/2018	UNUM Life Insurance CO of America	25.18
01/08/2018	UNUM Life Insurance CO of America	48.18
01/08/2018	UNUM Life Insurance CO of America	29.39
01/08/2018	UNUM Life Insurance CO of America	27.48
01/08/2018	UNUM Life Insurance CO of America	29.47
01/08/2018	County Health Pool	768.04
01/09/2018	Am Conservation Group, Inc	838.26
01/16/2018	Rocky Mountain Construction Wholesale	416.00
01/17/2018	Whole Energy & Hardware	763.20
01/17/2018	Piedmont Plastics	1,350.00
01/18/2018	Rocky Mountain Construction Wholesale	416.00
01/18/2018	Piedmont Plastics	135.00
01/22/2018	Verizon Wireless Services	297.84
01/23/2018	Goodway Auto Repair LLC	402.13
01/23/2018	Connective Systems & Supply Inc.	6,781.91
01/23/2018	C.R. Laurence	112.54
01/23/2018	Whole Energy & Hardware	763.20

JANUARY		
01/23/2018	Am Conservation Group, Inc	838.26
01/23/2018	Piedmont Plastics	1,350.00
01/23/2018	X-cel Energy	28.80
01/23/2018	Mountain Chevrolet	44.74
01/23/2018	CTS LanguageLink	6.57
01/23/2018	Vallen	149.30
01/24/2018	Vallen	1,449.03
01/24/2018	Eagle Rock Supply Co	297.50
01/25/2018	Summit Bookkeeping & Payroll, Inc	831.00
01/25/2018	X-cel Energy	84.08
01/25/2018	Vallen	363.05
01/26/2018	Whirlpool Contract/Retail	659.00
01/29/2018	Denver Winair Co	1,805.25
01/29/2018	Samuelson Hardware -9 Craig	85.45
01/29/2018	Samuelson Hardware -9 Craig	6.00
01/29/2018	Eagle Rock Supply Co	297.51
01/31/2018	Vallen	149.30
01/31/2018	Vallen	-149.30
02/01/2018	County Health Pool	1,379.69
02/01/2018	County Health Pool	43.80
02/01/2018	County Health Pool	744.36
02/01/2018	County Health Pool	23.64
02/01/2018	County Health Pool	43.81
02/01/2018	County Health Pool	1,379.68
02/01/2018	County Health Pool	23.61
02/01/2018	County Health Pool	743.43
02/01/2018	County Health Pool	738.32
02/01/2018	County Health Pool	23.44
02/01/2018	County Health Pool	53.76
02/01/2018	County Health Pool	1,693.02
02/01/2018	County Health Pool	23.50
02/01/2018	County Health Pool	740.18
02/01/2018	County Health Pool	0.58
02/01/2018	County Health Pool	18.14
02/01/2018	County Health Pool	23.58
02/01/2018	County Health Pool	742.50
02/01/2018	County Health Pool	-23.64
02/01/2018	County Health Pool	-0.74
02/01/2018	County Health Pool	-8.51
02/01/2018	County Health Pool	-23.50
02/01/2018	County Health Pool	-0.93
02/01/2018	County Health Pool	-7.79
02/01/2018	County Health Pool	-12.92
02/01/2018	County Health Pool	-0.16
02/01/2018	County Health Pool	-43.81

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02/01/2018	UNUM Life Insurance CO of America		-0.84
02/01/2018	UNUM Life Insurance CO of America		-1.92
02/01/2018	UNUM Life Insurance CO of America		-1.63
02/01/2018	UNUM Life Insurance CO of America		-1.02
02/01/2018	UNUM Life Insurance CO of America		-0.69
02/01/2018	UNUM Life Insurance CO of America		-0.91
02/01/2018	UNUM Life Insurance CO of America		-0.98
02/01/2018	UNUM Life Insurance CO of America		-0.89
02/01/2018	UNUM Life Insurance CO of America		-0.76
02/01/2018	UNUM Life Insurance CO of America		-1.28
02/01/2018	UNUM Life Insurance CO of America		-0.67
02/01/2018	UNUM Life Insurance CO of America		-0.80
02/01/2018	UNUM Life Insurance CO of America		-0.95
02/01/2018	UNUM Life Insurance CO of America		-1.35
02/01/2018	UNUM Life Insurance CO of America		38.29
02/01/2018	UNUM Life Insurance CO of America		1.02
02/01/2018	UNUM Life Insurance CO of America		1.55
02/01/2018	UNUM Life Insurance CO of America		36.48
02/01/2018	UNUM Life Insurance CO of America		0.98
02/01/2018	UNUM Life Insurance CO of America		1.48
02/01/2018	UNUM Life Insurance CO of America		0.74
02/01/2018	UNUM Life Insurance CO of America		1.12
02/01/2018	UNUM Life Insurance CO of America		27.61
02/01/2018	UNUM Life Insurance CO of America		2.27
02/01/2018	UNUM Life Insurance CO of America		1.50
02/01/2018	UNUM Life Insurance CO of America		55.73
02/01/2018	UNUM Life Insurance CO of America		24.15
02/01/2018	UNUM Life Insurance CO of America		0.98
02/01/2018	UNUM Life Insurance CO of America		0.65
02/01/2018	UNUM Life Insurance CO of America		0.88
02/01/2018	UNUM Life Insurance CO of America		32.62
02/01/2018	UNUM Life Insurance CO of America		1.33
02/01/2018	UNUM Life Insurance CO of America		24.97
02/01/2018	UNUM Life Insurance CO of America		0.67
02/01/2018	UNUM Life Insurance CO of America		1.02
02/01/2018	UNUM Life Insurance CO of America		45.13
02/01/2018	UNUM Life Insurance CO of America		1.84
02/01/2018	UNUM Life Insurance CO of America		1.21
02/01/2018	UNUM Life Insurance CO of America		27.53
02/01/2018	UNUM Life Insurance CO of America		1.12
02/01/2018	UNUM Life Insurance CO of America		0.74
02/01/2018	UNUM Life Insurance CO of America		1.05
02/01/2018	UNUM Life Insurance CO of America		25.74
02/01/2018	UNUM Life Insurance CO of America		0.69
02/01/2018	UNUM Life Insurance CO of America		0.88

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02/01/2018	UNUM Life Insurance CO of America	32.89
02/01/2018	UNUM Life Insurance CO of America	1.34
02/01/2018	Four Sprys Investments, LLC{s-corp}	889.40
02/01/2018	Santa Fe Community College	1,050.00
02/02/2018	Westland Distributing Inc	1,477.35
02/06/2018	HILTI INC.	751.57
02/08/2018	FluentStream Technologies	113.02
02/12/2018	Whirlpool Contract/Retail	659.00
02/12/2018	Whirlpool Contract/Retail	714.00
02/12/2018	Goodway Auto Repair LLC	563.16
02/12/2018	Goodway Auto Repair LLC	188.97
02/12/2018	Goodway Auto Repair LLC	384.03
02/13/2018	X-cel Energy	102.80
02/14/2018	Eagle Rock Supply Co	187.63
02/14/2018	Eagle Rock Supply Co	479.81
02/14/2018	Eagle Rock Supply Co	360.00
02/26/2018	Samuelson Hardware -9 Craig	3.66
02/26/2018	Grand Junction Winair Co	1,845.96
02/26/2018	Mr T Hardware & Building Supply	9.99
02/26/2018	Whirlpool Contract/Retail	577.00
02/26/2018	Columbia Industries, Inc.	228.20
02/26/2018	Elmer Glass Co of Rifle Inc	193.78
02/26/2018	Eagle Rock Supply Co	501.50
02/26/2018	Eagle Rock Supply Co	1,282.58
02/26/2018	Eagle Rock Supply Co	360.00
02/26/2018	Am Conservation Group, Inc	712.00
02/26/2018	Am Conservation Group, Inc	500.00
02/26/2018	Century Link	88.99
02/26/2018	Westland Distributing Inc	1,489.55
02/26/2018	Westland Distributing Inc	165.74
02/26/2018	Am Conservation Group, Inc	480.00
02/26/2018	X-cel Energy	20.63
02/26/2018	Sanders True Value	36.62
Total 4147 - LEAP Operating		46,085.65
4137 - LEAP H & S		
02/12/2018	MD Electric Services, Inc.	445.00
02/26/2018	Samuelson Hardware -9 Craig	24.45
02/26/2018	Samuelson Hardware -9 Craig	194.43
02/26/2018	Salida True Value	62.97
Total 4137 - LEAP H & S		726.85
4127 - LEAP Admin		
01/23/2018	Federal Express{vendor}	23.05
01/23/2018	CIRSA	1,000.00
Total 4127 - LEAP Admin		1,023.05
Total 4017-WX 17/18		72,841.85

UNUM		
6100- Homeland Security		
6116 - SHSG 2016		
01/04/2018	Cancelosi Consulting, LLC	211.86
01/04/2018	Cancelosi Consulting, LLC	4,621.20
01/08/2018	Carelli's	315.00
01/25/2018	Summit Bookkeeping & Payroll, Inc	325.00
02/05/2018	Cancelosi Consulting, LLC	1,314.60
02/21/2018	Summit Bookkeeping & Payroll, Inc	325.00
Total 6116 - SHSG 2016		7,112.66
6117 - SHSG 2017		
01/08/2018	Midwest Card and ID	1,905.00
01/08/2018	Midwest Card and ID	107.50
Total 6117 - SHSG 2017		2,012.50
Total 6100- Homeland Security		9,125.16
6600-HCC Health Care Coalatation		
6617 - HCC 2017-2018		
01/04/2018	All Clear Emergency Management Group, LLC	5,220.00
02/05/2018	All Clear Emergency Management Group, LLC	5,895.00
Total 6617 - HCC 2017-2018		11,115.00
Total 6600-HCC Health Care Coalatation		11,115.00
RTCC Group		
5410 - Mobility Manager		
01/08/2018	County Health Pool	47.31
01/08/2018	County Health Pool	22.56
01/08/2018	County Health Pool	1,422.04
01/08/2018	County Health Pool	7.68
01/08/2018	UNUM Life Insurance CO of America	43.43
01/08/2018	UNUM Life Insurance CO of America	33.29
01/08/2018	UNUM Life Insurance CO of America	33.29
01/08/2018	UNUM Life Insurance CO of America	11.47
01/08/2018	County Health Pool	28.67
01/25/2018	RouteMatch Software	272.25
02/01/2018	County Health Pool	43.77
02/01/2018	County Health Pool	1,378.27
02/01/2018	UNUM Life Insurance CO of America	-1.55
02/01/2018	UNUM Life Insurance CO of America	-1.48
02/01/2018	UNUM Life Insurance CO of America	-2.04
02/01/2018	UNUM Life Insurance CO of America	-1.34
02/01/2018	UNUM Life Insurance CO of America	-2.47
02/01/2018	UNUM Life Insurance CO of America	-1.12
02/01/2018	UNUM Life Insurance CO of America	-2.27
02/01/2018	UNUM Life Insurance CO of America	-1.83
02/01/2018	UNUM Life Insurance CO of America	-0.98
02/01/2018	UNUM Life Insurance CO of America	-1.33
02/01/2018	UNUM Life Insurance CO of America	-1.02

5410 - Mobility Manager			
02/01/2018	UNUM Life Insurance CO of America		-1.94
02/01/2018	UNUM Life Insurance CO of America		-1.15
02/01/2018	UNUM Life Insurance CO of America		-1.76
02/01/2018	UNUM Life Insurance CO of America		-1.84
02/01/2018	UNUM Life Insurance CO of America		-0.29
02/01/2018	UNUM Life Insurance CO of America		-0.44
02/01/2018	UNUM Life Insurance CO of America		-2.19
02/01/2018	UNUM Life Insurance CO of America		-1.12
02/01/2018	UNUM Life Insurance CO of America		-1.27
02/01/2018	UNUM Life Insurance CO of America		-1.84
02/01/2018	UNUM Life Insurance CO of America		-1.27
02/01/2018	UNUM Life Insurance CO of America		-2.92
02/01/2018	UNUM Life Insurance CO of America		-1.05
02/01/2018	UNUM Life Insurance CO of America		-1.39
02/01/2018	UNUM Life Insurance CO of America		-1.21
02/01/2018	UNUM Life Insurance CO of America		-1.44
02/01/2018	UNUM Life Insurance CO of America		-1.34
02/01/2018	UNUM Life Insurance CO of America		-1.54
02/01/2018	UNUM Life Insurance CO of America		1.27
02/01/2018	UNUM Life Insurance CO of America		31.18
02/01/2018	UNUM Life Insurance CO of America		0.84
02/01/2018	County Health Pool		0.88
02/01/2018	County Health Pool		27.79
02/21/2018	Alpine PC		100.00
Total 5410 - Mobility Manager			3,462.56
5412 - FTA VTCLI - 1			
01/08/2018	County Health Pool		0.96
01/08/2018	UNUM Life Insurance CO of America		2.11
01/31/2018	Laurie Patterson Web Design		240.00
02/01/2018	County Health Pool		21.87
02/01/2018	County Health Pool		0.69
02/01/2018	UNUM Life Insurance CO of America		0.84
02/01/2018	UNUM Life Insurance CO of America		31.18
02/01/2018	UNUM Life Insurance CO of America		1.27
02/05/2018	CTS LanguageLink		8.92
Total 5412 - FTA VTCLI - 1			307.84
5420-NEMT			
01/04/2018	NEMT Recipient		500.84
01/04/2018	NEMT Recipient		1,608.16
01/04/2018	NEMT Recipient		59.28
01/04/2018	NEMT Recipient		383.04
01/04/2018	NEMT Recipient		28.88
01/04/2018	Delta Transportation{NEMT}		1,890.00
01/04/2018	Delta Transportation{NEMT}		1,377.00
01/11/2018	NEMT Recipient		198.36

Summary			
01/11/2018	NEMT Recipient		38.38
01/11/2018	NEMT Recipient		393.96
01/11/2018	NEMT Recipient		230.60
01/11/2018	NEMT Recipient		121.60
01/11/2018	NEMT Recipient		135.28
01/11/2018	NEMT Recipient		67.64
01/11/2018	NEMT Recipient		1,052.98
01/11/2018	NEMT Recipient		423.01
01/11/2018	NEMT Recipient		459.04
01/11/2018	NEMT Recipient		212.80
01/11/2018	NEMT Recipient		59.28
01/11/2018	NEMT Recipient		6.00
01/11/2018	NEMT Recipient		497.84
01/11/2018	NEMT Recipient		622.40
01/11/2018	NEMT Recipient		97.28
01/11/2018	NEMT Recipient		45.60
01/11/2018	NEMT Recipient		99.56
01/11/2018	NEMT Recipient		44.08
01/11/2018	NEMT Recipient		28.12
01/11/2018	NEMT Recipient		13.68
01/11/2018	NEMT Recipient		193.80
01/11/2018	NEMT Recipient		155.04
01/11/2018	NEMT Recipient		384.94
01/11/2018	Delta Transportation{NEMT}		1,895.50
01/11/2018	Delta Transportation{NEMT}		601.97
01/11/2018	Grand County Council on Aging		448.78
01/11/2018	NW Colorado Center for Independence		12.92
01/22/2018	NEMT Recipient		123.50
01/22/2018	NEMT Recipient		25.08
01/22/2018	NEMT Recipient		22.29
01/22/2018	NEMT Recipient		67.64
01/22/2018	NEMT Recipient		15.96
01/22/2018	NEMT Recipient		1,665.54
01/22/2018	NEMT Recipient		64.60
01/22/2018	NEMT Recipient		32.68
01/22/2018	Grand County Council on Aging		304.03
01/23/2018	CTS LanguageLink		10.78
01/24/2018	NEMT Recipient		44.08
01/25/2018	NEMT Recipient		26.60
01/25/2018	NEMT Recipient		160.36
01/25/2018	NEMT Recipient		133.76
01/25/2018	NEMT Recipient		102.22
01/25/2018	NEMT Recipient		36.48
01/25/2018	NEMT Recipient		120.84
01/25/2018	NEMT Recipient		132.24

Summary			
01/25/2018	NEMT Recipient		894.52
01/25/2018	NEMT Recipient		383.46
01/25/2018	NEMT Recipient		234.84
01/25/2018	NEMT Recipient		59.28
01/25/2018	NEMT Recipient		231.80
01/25/2018	NEMT Recipient		133.76
01/25/2018	NEMT Recipient		19.00
01/25/2018	NEMT Recipient		15.96
01/25/2018	NEMT Recipient		425.10
01/25/2018	NEMT Recipient		117.42
01/25/2018	NEMT Recipient		109.44
01/25/2018	NEMT Recipient		251.22
01/25/2018	NEMT Recipient		51.30
01/31/2018	NEMT Recipient		30.40
01/31/2018	NEMT Recipient		123.88
01/31/2018	NEMT Recipient		217.76
01/31/2018	NEMT Recipient		716.68
01/31/2018	NEMT Recipient		59.28
01/31/2018	NEMT Recipient		362.90
01/31/2018	NEMT Recipient		1,021.44
01/31/2018	NEMT Recipient		38.00
01/31/2018	NEMT Recipient		37.24
01/31/2018	NEMT Recipient		58.52
01/31/2018	NEMT Recipient		27.38
01/31/2018	NEMT Recipient		176.70
01/31/2018	NEMT Recipient		133.76
01/31/2018	Grand County Council on Aging		718.42
02/08/2018	NEMT Recipient		44.46
02/08/2018	NEMT Recipient		92.48
02/08/2018	NEMT Recipient		126.54
02/08/2018	NEMT Recipient		227.62
02/08/2018	NEMT Recipient		29.64
02/08/2018	NEMT Recipient		59.28
02/08/2018	NEMT Recipient		325.28
02/08/2018	NEMT Recipient		577.60
02/08/2018	NEMT Recipient		59.28
02/08/2018	NEMT Recipient		1,109.60
02/08/2018	NEMT Recipient		383.04
02/08/2018	NEMT Recipient		157.70
02/08/2018	NEMT Recipient		85.12
02/08/2018	NEMT Recipient		731.88
02/08/2018	NEMT Recipient		88.54
02/08/2018	NEMT Recipient		117.80
02/08/2018	NEMT Recipient		80.94
02/15/2018	NEMT Recipient		68.40

8100- UNUM		
Total 5100- QQ		38,731.19
8200- SWQC		
01/25/2018	Lane Wyatt, Inc	250.00
01/25/2018	Lane Wyatt, Inc	160.00
01/25/2018	Lane Wyatt, Inc	91.76
01/25/2018	Lane Wyatt, Inc	25.41
01/25/2018	Lane Wyatt, Inc	2,125.00
02/21/2018	Lane Wyatt, Inc	2,250.00
02/21/2018	Lane Wyatt, Inc	65.40
02/21/2018	Lane Wyatt, Inc	160.00
Total 8200- SWQC		5,127.57
Total 5000- EXTERNAL PROGRAMS		43,858.76
8800- Northwest Loan Fund		
01/08/2018	CIRSA	101.75
01/08/2018	County Health Pool	759.60
01/08/2018	UNUM Life Insurance CO of America	53.47
01/22/2018	Verizon Wireless Services	64.06
01/25/2018	Summit Bookkeeping & Payroll, Inc	22.00
02/01/2018	County Health Pool	23.38
02/01/2018	County Health Pool	736.22
02/01/2018	UNUM Life Insurance CO of America	1.35
02/01/2018	UNUM Life Insurance CO of America	2.04
02/01/2018	UNUM Life Insurance CO of America	50.08
02/09/2018	Heczko, Richard	55.25
02/21/2018	Summit Bookkeeping & Payroll, Inc	22.00
02/21/2018	Verizon Wireless Services	64.49
Total 8800- Northwest Loan Fund		1,955.69
9000- Internal Service Funds		
9100 - Indirect		
01/04/2018	Quill Corporation	56.05
01/04/2018	Quill Corporation	104.74
01/04/2018	Summit County Ambulance Service	520.00
01/04/2018	Comcast	141.10
01/08/2018	FluentStream Technologies	1,011.21
01/08/2018	Pitney Bowes	144.07
01/08/2018	US Bancorp Equipment Finance, Inc.	1,336.88
01/08/2018	County Health Pool	765.60
01/08/2018	UNUM Life Insurance CO of America	11.48
01/08/2018	UNUM Life Insurance CO of America	36.36
01/08/2018	UNUM Life Insurance CO of America	31.66
01/08/2018	County Health Pool	262.02
01/09/2018	FluentStream Technologies	1,047.06
01/11/2018	Summit County Ambulance Service	387.00
01/22/2018	The Summit Recycler, Inc	50.00
01/22/2018	Quill Corporation	79.53

9100 - Indirect		
01/22/2018	Employee Benefits Corporation	52.25
01/24/2018	Freeform	250.00
01/24/2018	Freeform	250.00
01/25/2018	Summit Bookkeeping & Payroll, Inc	2,459.00
01/25/2018	X-cel Energy	224.75
01/25/2018	Quill Corporation	90.12
01/25/2018	Comcast	141.10
01/31/2018	Quill Corporation	-24.99
01/31/2018	Quill Corporation	-43.47
01/31/2018	Quill Corporation	43.47
01/31/2018	Quill Corporation	24.99
02/01/2018	County Health Pool	23.56
02/01/2018	County Health Pool	742.04
02/01/2018	UNUM Life Insurance CO of America	0.44
02/01/2018	UNUM Life Insurance CO of America	0.29
02/01/2018	UNUM Life Insurance CO of America	10.75
02/01/2018	UNUM Life Insurance CO of America	34.06
02/01/2018	UNUM Life Insurance CO of America	0.91
02/01/2018	UNUM Life Insurance CO of America	1.39
02/01/2018	UNUM Life Insurance CO of America	1.21
02/01/2018	UNUM Life Insurance CO of America	0.80
02/01/2018	UNUM Life Insurance CO of America	29.65
02/01/2018	County Health Pool	8.06
02/01/2018	County Health Pool	253.96
02/05/2018	Quill Corporation	107.86
02/05/2018	Labor Law Center	119.80
02/05/2018	Pitney Bowes	144.07
02/05/2018	Lewan & Associates Inc	144.09
02/05/2018	US Bancorp Equipment Finance, Inc.	1,063.90
02/08/2018	Global Document Destruction	1,530.95
02/08/2018	FluentStream Technologies	1,017.15
02/13/2018	X-cel Energy	256.05
02/21/2018	Alpine PC	223.99
02/21/2018	Summit Bookkeeping & Payroll, Inc	2,459.00
02/21/2018	The Summit Recycler, Inc	50.00
02/21/2018	Employee Benefits Corporation	52.25
02/21/2018	Health Promotion Management	1,427.00
02/26/2018	Quill Corporation	-8.51
02/26/2018	Quill Corporation	7.56
02/28/2018	Summit Bookkeeping & Payroll, Inc	375.00
Total 9100 - Indirect		19,529.26
9200 - Office Condo		
01/03/2018	BHW Associates	500.00
01/03/2018	Enterprise Commercial Center Condo Assoc	1,390.57
01/04/2018	Quill Corporation	66.98

Summary		
01/11/2018	Crosscut Reclaimed	2,026.44
01/22/2018	Team Clean{S-corp}	204.53
02/05/2018	BHW Associates	500.00
02/05/2018	Enterprise Commercial Center Condo Assoc	1,390.57
02/21/2018	Team Clean{S-corp}	204.53
Total 9200 - Office Condo		6,283.62
9400 - Motor Pool		
01/25/2018	Summit Bookkeeping & Payroll, Inc	176.00
01/29/2018	Goodway Auto Repair LLC	94.31
01/29/2018	Goodway Auto Repair LLC	-94.31
01/31/2018	Wex Bank	194.48
02/07/2018	Goodway Auto Repair LLC	-145.69
02/07/2018	Goodway Auto Repair LLC	145.69
02/21/2018	Goodway Auto Repair LLC	389.37
02/21/2018	Goodway Auto Repair LLC	912.24
02/21/2018	Summit Bookkeeping & Payroll, Inc	176.00
02/21/2018	Wex Bank	454.87
Total 9400 - Motor Pool		2,302.96
Total 9000- Internal Service Funds		28,115.84
TOTAL		430,351.17

Northwest Colorado Council of Governments
Summary Balance Sheet
As of February 28, 2018

2:00 PM
03/13/2018
Accrual Basis
Feb 28, 18

ASSETS

Current Assets

Checking/Savings	2,184,952.29
Accounts Receivable	1,446,735.89
Other Current Assets	81,632.65

Total Current Assets 3,713,320.83

Fixed Assets 846,412.00

TOTAL ASSETS 4,559,732.83

LIABILITIES & EQUITY

Liabilities

Current Liabilities

Accounts Payable	35,967.52
Credit Cards	-4,494.89
Other Current Liabilities	273,425.58

Total Current Liabilities 304,898.21

Long Term Liabilities 609,775.84

Total Liabilities 914,674.05

Equity 3,645,058.78

TOTAL LIABILITIES & EQUITY 4,559,732.83

NWCCOG

STATEMENT OF REVENUES AND EXPENDITURES

2-28-18

16% of the year

	2018 REVENUE BUDGET	REVENUE YTD ACTUAL	REVENUE BUDGET TO ACTUAL	2018 EXPENSE BUDGET	EXPENSES YTD ACTUAL	EXPENSES BUDGET TO ACTUAL	2018 NET BUDGET	REVENUES OVER EXPENSES ACTUAL	Beginning of Year RESERVED PROGRAM FUNDS	End of Year RESERVED PROGRAM FUNDS
COG PROGRAM FUNDS										
Core Programs										
REGIONAL BUSINESS	357,737	259,497	73%	413,916	66,933	16%	(56,179)	192,564		
BroadBand	196,219	17,427	9%	201,157	28,157	14%	(4,938)	(10,731)		
ELEVATOR INSPECTION	820,000	118,112	14%	736,127	91,924	12%	83,873	26,188	22,500	22,500
ADRC- CO HLTH FOUND	0	56,487		0	5,361			51,126		
RSVP-VOLUNTEERS	0	12,795	#DIV/0!	0	14,240	#DIV/0!	0	(1,446)		
SHIP- Insurance Consulting	0	11,393	#DIV/0!	0	988	#DIV/0!	0	10,404		
SMP	0	6,971		0	155			6,816		
AGE/NUTRITION (non-Grant)	0	0		0	0		0	0	11,659	11,659
AGE/NUTRITION (State FY 17/18)	593,844	72,167	12%	593,844	98,215	17%	0	(26,048)		
AGE/NUTRITION (State FY 18/19)	593,844	0	0%	593,844	0	0%	0	0		
AGE/NUTRITION TOTAL	1,187,688	159,812	6%	1,187,688	118,959	10%	0	40,853	11,659	11,659
WATERSHED SERVICES	17,800	3,254	18%	20,034	958	5%	(2,234)	2,297		
ECONOMIC DEVELOPMENT DIST	126,500	37,318	30%	128,848	23,061	18%	(2,348)	14,257		
WEATHER (Jumpstart)	0	0		0	132		0	(132)	1,068.29	
WEATHER (NCARE)	0	26,151		0	3,651		0	22,500	20,295.47	
WEATHER (Machebeuf)	0	0		0	3,642		0	(3,642)	14,250.91	
WEATHER CARE	0	7,515	#DIV/0!	0	6,995	#DIV/0!	0	520	3,667.71	
WEATHER CIP	0	1,497	#DIV/0!	0	3,032	#DIV/0!	0	(1,535)	11,396.71	
WEATHER (State FY17/18)	550,037	280,802	51%	550,037	186,795	34%	0	94,008		
WEATHER (State FY17/18)	550,037	0	0%	550,038	0	0%	(1)	0		
ENERGY MANAGEMENT TOTAL	1,100,074	315,966	26%	1,100,075	204,247	19%	(1)	111,719	50,679	0
Other COG Programs										
HOMELAND SECURITY	243,331	0	0%	243,331	48,757	20%	0	(48,757)		
CO HEALTH CARE COALITION	150,905	0		150,905	13,910		0	(13,910)		
CO BARK BEETLE COOPERATIVE	0	0	#DIV/0!	0	0	#DIV/0!	0	0	1390.19	
NWCCoG FOUNDATION	0	0		0	0		0	0		
SBDC	0	0		0	0		0	0		
REGIONAL TRANSPORTATION CC	554,500	132,021	24%	554,500	71,657	13%	0	60,364		
Total COG Program Funds	4,754,754	1,043,408	22%	4,736,581	668,563	14%	18,173	374,844	86,228	34,159
EXTERNAL PROGRAM FUNDS										
WATER QUALITY/QUANTITY	162,196	163,804	101%	167,384	31,942	19%	(5,188)	131,862	113,288	245,150
SWQC	33,000	0	0%	35,208	2,652	8%	(2,208)	(2,652)	32,746	0
Total External Program Funds	195,196	163,804	84%	202,592	34,595	17%	(7,396)	129,210	146,034	245,150
Total Program Funds	4,949,950	1,207,212	24%	4,939,173	703,158	14%	10,777	504,054	232,262	279,309
REGIONAL LOAN FUND	649,700	55,106	8%	672,263	18,004	3%	(22,563)	37,102	1,989,385	2,026,487
INTERNAL SERVICE FUNDS										
INDIRECT	230,582	34,527	15%	237,066	43,905	19%	(6,484)	(9,378)	(25,918)	(35,296)
COG BUILDING FUND	77,919	12,987	17%	71,260	12,577	16%	6,659	410	41,422	41,832
MOTOR POOL	40,000	6,671	17%	19,383	2,642	7%	20,617	4,029	93,662	97,692
Total Service Funds	348,501	54,184	16%	327,709	59,123	18%	20,792	(4,939)	109,166	104,227
COG FUNDS Subtotal	5,948,151	1,316,502	22%	5,939,145	780,285	13%	9,006	536,217	2,330,813	2,410,023



ASSET CAPITALIZATION POLICY

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295 •
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	May 26, 2011	Date Revised:	March 22, 2018
Author:	NWCCOG		

SCOPE OF POLICY

This Asset Capitalization Policy applies to the capitalization of capital assets purchased with NWCCOG funds. Assets purchased with grant funds will be expensed at the time of purchase.

GENERAL OBJECTIVES

This Asset Capitalization policy establishes guidelines for determining:

- Which expenditures should be capitalized as a capital asset and which expenditures should be expensed
- How to value capital assets that are reported
- The estimated useful lives of capital assets

CAPITAL ASSET TYPES

Capital assets are divided between assets that are not subject to depreciation and assets that are subject to depreciation.

Assets that are not subject to depreciation include:

- **Land.** The amount that should be capitalized for land should include the cost of the land itself; professional fees used to acquire the land (legal, engineering, appraisal, survey fees); costs for excavation, fill, grading, or drainage; demolition of any existing buildings or other improvements; and any other costs that are incurred to acquire the land and make the land suitable for use by the Council. Land is characterized as having an unlimited life and is therefore not depreciated.
- **Construction in progress.** The costs of assets that the Council is constructing, where expenses are incurred over more than one fiscal year, are accumulated as construction in progress until the asset is placed in service. At that time, the total costs are then transferred to the appropriate asset type and depreciated.

Assets that are subject to depreciation include:

- **Land improvements.** Land improvements are those improvements, other than ordinary and regular site preparation, which ready the land for its intended use. Such improvements can include parking lots, athletic fields, fencing, paths and trails, and landscaping.
- **Buildings and building improvements.** Buildings are permanent structures that are intended for shelter of persons, materials or equipment. Building improvements are capital events that extend the useful life of a building or increase the value of a building, or both. Repairs that simply maintain the existing life or restore a building to its original condition do not constitute an improvement.

- **Equipment.** Equipment is an item of tangible, nonexpendable personal property with a useful life of more than one year, and includes machinery and vehicles.

Collections (works of art or historical artifacts) meet the definition of capital assets and ordinarily would be reported in the financial statements. However, the requirement for capitalization of these assets is waived if the collection is held for reasons other than financial gain; the collection is protected, kept unencumbered, cared for, and preserved; and the collection is subject to a policy requiring that the proceeds from sales of collection items be used to acquire other items for collections.

EXPENDITURE TYPES

Repairs are the costs necessary for the upkeep of the property that neither add to the permanent value of the property nor appreciably prolong its intended life, but keep it in an efficient operating condition. These costs should not be capitalized.

CAPITAL ASSET VALUATION

Capital assets should be reported at their historical cost. In the absence of historical cost information, the assets estimated historical cost may be used. Assets donated by parties outside the municipality should be reported at their fair value on the date the donation is made. If capital assets are moved from one fund or activity to another, the recipient fund or activity should continue to report those assets at their historical cost as of the date they were originally acquired.

The historical cost of a capital asset should include ancillary charges necessary to place the asset in its intended location (freight charges, for example); ancillary charges necessary to place the asset in its intended condition for use (installation or site preparation charges, for example); and capitalized interest (only for those assets that are utilized in enterprise funds and internal service funds that are reported as a part of business-type activities).

Estimating the historical cost of capital assets for which invoices or similar documentation of historical cost are not available can use either standard costing or normal costing. Standard costing involves using historical sources, such as old vendor catalogs, to establish the average cost of obtaining the same or a similar asset at the time of acquisition. Normal costing involves establishing the current cost of the same or similar asset and deflating that cost using an appropriate price index.

CAPITALIZATION THRESHOLDS

By definition, any asset that benefits more than one fiscal period potentially could be classified as a capital asset. As a practical matter, however, governments capitalize only their higher cost assets. Capitalization thresholds are established to determine which assets are capitalized and which assets are expensed when purchased.

The Council must maintain adequate control over all assets, including lower-cost capital assets. Capitalization is designed to focus on the Council's financial reporting needs, and is not designed for or particularly suited for the purposes of ensuring control over lower-cost assets. Capitalizing numerous small cost items will actually overburden the overall capital asset management system. Capitalization thresholds are established based on financial reporting needs and other policies will determine how the Council controls lower-cost assets.

That said, bulk purchase of like capital assets with unit costs of less than \$5,000 may be capitalized as a group where the allocation of costs for the bulk assets over time is matched to the corresponding revenue generated by the bulk assets

The Council establishes the following Capitalization Thresholds for the following groups of assets:

Land and land improvements	\$ 10,000
Buildings and building improvements	\$ 20,000
Equipment and vehicles	\$ 5,000

REPLACEMENTS:

For building improvements, other than buildings and equipment, capitalize the cost of outlays that replace a part of another capital asset when the cost of the replacement is \$5,000 or more **and** at least 10 percent of replacement value of the asset, or \$10,000, whichever is less.

DEPRECIATION:

Assets that are capitalized will be depreciated over their estimated useful lives. Depreciation will be calculated on the straight-line basis, using estimated useful lives as follows:

Land improvements	10 – 50 years
Buildings and building improvements	10 – 75 years
Equipment and vehicles	3 – 25 years
Infrastructure	20 – 75 years

Because depreciation is intended to allocate the cost of a capital asset over its entire useful life, it normally is not appropriate to report assets still in service as fully depreciated. Instead, the annual amounts of depreciation expense should be reduced prospectively as soon as it becomes clear that an asset’s useful life will be longer than originally estimated.

NORTHWEST COLORADO COUNCIL OF GOVERNMENTS ASSET CAPITALIZATION POLICY

1. Scope of Policy

This Asset Capitalization Policy applies to the capitalization of capital assets in all funds of the Council.

2. General Objectives

This Asset Capitalization policy establishes guidelines for determining:

- which expenditures should be capitalized as a capital asset and which expenditures should be expensed.
- how to value capital assets that are reported.
- the estimated useful lives of capital assets.

3. Capital Asset Types

Capital assets are divided between assets that are not subject to depreciation and assets that are subject to depreciation.

Assets that are not subject to depreciation include:

- Land. The amount that should be capitalized for land should include the cost of the land itself; professional fees used to acquire the land (legal, engineering, appraisal, survey fees); costs for excavation, fill, grading, or drainage; demolition of any existing buildings or other improvements; and any other costs that are incurred to acquire the land and make the land suitable for use by the Council. Land is characterized as having an unlimited life and is therefore not depreciated.
- Construction in progress. The costs of assets that the Council is constructing, where expenses are incurred over more than one fiscal year, are accumulated as construction in progress until the asset is placed in service. At that time, the total costs are then transferred to the appropriate asset type and depreciated.

Assets that are subject to depreciation include:

- Land improvements. Land improvements are those improvements, other than ordinary and regular site preparation, which ready the land for its intended use. Such improvements can include parking lots, athletic fields, fencing, paths and trails, and landscaping.
- Buildings and building improvements. Buildings are permanent structures that are intended for shelter of persons, materials or equipment. Building improvements are capital events that extend the useful life of a building or increase the value of a building, or both. Repairs that simply maintain the existing life or restore a building to its original condition do not constitute an improvement.
- Equipment. Equipment is an item of tangible, nonexpendable personal property with a useful life of more than one year, and includes machinery and vehicles.

Collections (works of art or historical artifacts) meet the definition of capital assets and ordinarily would be reported in the financial statements. However, the requirement for capitalization of these assets is waived if the collection is held for reasons other than financial gain; the collection is protected, kept unencumbered, cared for, and preserved; and the collection is subject to a policy requiring that the proceeds from sales of collection items be used to acquire other items for collections.

4. Expenditure Types

Repairs are the costs necessary for the upkeep of the property that neither add to the permanent value of the property nor appreciably prolong its intended life, but keep it in an efficient operating condition. These costs should not be capitalized.

5. Capital Asset Valuation

Capital assets should be reported at their historical cost. In the absence of historical cost information, the assets estimated historical cost may be used. Assets donated by parties outside the municipality should be reported at their fair value on the date the donation is made. If capital assets are moved from one fund or activity to another, the recipient fund or activity should continue to report those assets at their historical cost as of the date they were originally acquired.

The historical cost of a capital asset should include ancillary charges necessary to place the asset in its intended location (freight charges, for example); ancillary charges necessary to place the asset in its intended condition for use (installation or site preparation charges, for example); and capitalized interest (only for those assets that are utilized in enterprise funds and internal service funds that are reported as a part of business-type activities).

Estimating the historical cost of capital assets for which invoices or similar documentation of historical cost are not available can use either standard costing or normal costing. Standard costing involves using historical sources, such as old vendor catalogs, to establish the average cost of obtaining the same or a similar asset at the time of acquisition. Normal costing involves establishing the current cost of the same or similar asset and deflating that cost using an appropriate price index.

6. Capitalization Thresholds

By definition, any asset that benefits more than one fiscal period potentially could be classified as a capital asset. As a practical matter, however, governments capitalize only their higher cost assets. Capitalization thresholds are established to determine which assets are capitalized and which assets are expensed when purchased.

The Council must maintain adequate control over all assets, including lower-cost capital assets. Capitalization is designed to focus on the Council's financial reporting needs, and is not designed for or particularly suited for the purposes of ensuring control over lower-cost assets. Capitalizing numerous small cost items will actually overburden the overall capital asset management system. Capitalization thresholds are established based on financial reporting needs and other policies will determine how the Council controls lower-cost assets.

That said, bulk purchase of like capital assets with unit costs of less than \$5,000 may be capitalized as a group where the allocation of costs for the bulk assets over time is matched to the corresponding revenue generated by the bulk assets

The Council establishes the following Capitalization Thresholds for the following groups of assets:

Land and land improvements	\$ 10,000
Buildings and building improvements	\$ 20,000
Equipment and vehicles	\$ 5,000

7. Replacements

For building, improvements other than buildings, and equipment, capitalize the cost of outlays that replace a part of another capital asset when the cost of the replacement is \$5,000 or more **and** at least 10 percent of replacement value of the asset, or \$10,000, whichever is less.

8. Depreciation

Assets that are capitalized will be depreciated over their estimated useful lives. Depreciation will be calculated on the straight-line basis, using estimated useful lives as follows:

Land improvements	10 – 50 years
Buildings and building improvements	10 – 75 years
Equipment and vehicles	3 – 25 years
Infrastructure	20 – 75 years

Because depreciation is intended to allocate the cost of a capital asset over its entire useful life, it normally is not appropriate to report assets still in service as fully depreciated. Instead, the annual amounts of depreciation expense should be reduced prospectively as soon as it becomes clear that an asset's useful life will be longer than originally estimated.



FIXED ASSET DISPOSAL POLICY

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295 •
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	July 28, 2011	Date Revised:	March 22, 2018
Author:	PSC		

POLICY:

Fixed Assets which belong to the NWCCOG that are no longer useful due to obsolesce, poor condition, or expended useful life shall be disposed in accordance with the following guidance:

- Fixed Assets are assets purchased for long-term use that are not likely to be converted into cash, such as property, buildings (plant) and equipment (PP&E).
- No assets belonging to the NWCCOG may be disposed of without the approval of the Executive Director. The Program Director and the Executive Director shall first agree on the value of the unwanted asset. In the case of real estate, a professional appraisal must be performed.
- Disposal of assets with a value over \$250 shall be disposed of via a competitive process which includes posting on the NWCCOG website. Process and other postings appropriate to the most likely market audience of the asset may be established by the Executive Director.
- Disposal of assets with a value of less than \$250 such as office furniture, and power tools/equipment may be disposed of in a variety of manners, including garbage, recycle, gift to a non-profit, thrift or second-hand store, or may be listed on-line for sale at the discretion of the Executive Director without a competitive process or notice.
- Disposal of assets valued over \$20,000, or any real estate shall adhere to a process proposed by the Executive Director to the Executive Committee, and require formal action of the NWCCOG Council to be disposed.
- Funds from disposal of assets shall be refunded to the appropriate fund (which purchased the asset) such as the Building fund, Motor Pool fund or to the Indirect fund. Proceeds from disposal of program specific items may be refunded to that program.
- Disposal of assets which are further restricted under a grant agreement shall follow the disposal procedures of the more restrictive policy. For instance, items purchased under the Northwest All Hazards Emergency Management region grants, though assigned across region, are NWCCOG property and may only be disposed of according to the terms stipulated by the Department of Homeland Security. Items purchased through Weatherization funding can be disposed of according to the terms of that funding (for instance, vehicles purchased with Weatherization funds must have a value of under \$5,000 to be sold, or may be returned to the Colorado Energy Office.)
- **Note on Vehicles:** Adoption of the Annual NWCCOG budget adopted by NWCCOG Council (if that budget that lists the purchase or disposal of vehicle) shall be deemed a delegation to the Executive Director to negotiate the sale and purchase of such vehicles noted not requiring a vote of the Council for any specific sale or purchase within the budgeted amounts.



POLICIES AND PROCEDURES

DESCRIPTION: Fixed Asset Disposal Policy

Date Adopted:

July 28, 2011

Date Revised:

Author:

PSC

Revision Number:

POLICY:

Fixed Assets which belong to the NWCCOG that are no longer useful due to obsolescence, poor condition, or expended useful life shall be disposed in accordance with the attached procedures.

Assets with a value over \$250 shall be disposed of via a competitive blind process.

Assets that belong to the NWCCOG but are restricted under a grant agreement shall follow the disposal procedures of the more restrictive policy.

NWCCOG Council may adopt a preferred method for disposal that overrides the adopted procedures.

PROCEDURE:

No assets belonging to the NWCCOG may be disposed of without the approval of the Executive Director.

The Program Director and the Executive Director shall first agree on the value of the unwanted asset.

Assets under \$250 in value may be donated to a non- profit organization at the discretion of the Executive Director.

Assets over \$250 shall be competitively bid or auctioned to the highest bidder. The process shall be open to the public and employees of NWCCOG may participate in the auction but may not be given a competitive advantage.

NWCCOG Council must first agree to dispose of assets valued at over \$1,000.

All revenue received from the sale of assets shall be returned to the program which initially purchased the asset. If the asset belonged to a program with a capital depreciation account, the money shall be credited to that account.



FISCAL DEPARTMENT ROLES & DUTIES

PO Box 2308 • 249 Warren Ave • Silverthorne, CO 80498 • 970-468-0295 •
Fax 970-468-1208 • www.nwccog.org

Date Adopted:	March 22, 2018	Date Revised:	
Updated By:	Executive Director & Fiscal Office		

FISCAL DEPARTMENT SEPARATION OF DUTIES:

The Northwest Colorado Council of Governments' (NWCCOG) Fiscal Department is comprised of two staff members: the Fiscal Officer and the Fiscal Assistant. Additionally, the Office Manager, Program Directors, Executive Director, and Board of Directors also provide crucial support and oversight of the Fiscal Department.

Responsibilities of the Fiscal Assistant:

- Conducts the daily business activities with regards to accounts receivable (AP) and accounts payable (AR) and maintains these records in an organized filing system.
- Provides general support to program staff including, but not limited to:
 - Creating amortization schedules for the Northwest Loan Fund (NLF);
 - Posting loan payments and interest payments in QuickBooks (QB);
 - Receiving and recording checks and electronic funds transfers (EFT);
 - Assembling weekly bank deposits and conducting weekly check runs to pay invoices;
 - Communicating with State agencies and billing for grant reimbursements;
 - Processing bi-monthly payroll, paying bi-monthly liabilities, and employee garnishments;
 - Assisting program staff with QB and Excel;
 - Processing benefits contributions;
 - Record keeping for paid time off (PTO);
 - Updating procedures and keeping an up-to-date manual of processes;
 - Providing records and support for annual audits;
 - Sharing grant management with other energy programs (state, federal, & non-profit)
 - Completing annual Affordable Care Act (ACA) reporting;
 - Entering end-of-month internal expenses in QuickBooks

Responsibilities of the Fiscal Officer:

- Provides oversight of the Fiscal Assistant with regard to the above mentioned tasks and is directly responsible for performing the following duties:
 - Reconciling the monthly bank and investment accounts assuring that all expenses and revenues are accounted for and properly recorded;
 - Preparing the annual budgets for the NWCCOG's programs;

- Providing budget assistance with Program Directors;
- Coordinating annual audits;
- Executing account fund transfers;
- Reviewing monthly credit card transactions, AP/AR, and end of the month (EOM) entries to ensure proper coding;
- Managing the grant reporting for the Homeland Security (HLS) grant;
- Preparing and distributing monthly financial reports;
- Coordinating training opportunities with outside agencies;
- Resolving liability issues with the Internal Revenue Service (IRS) and the State of Colorado;
- Preparing the quarterly 941 and 940 reports as well as issuing annual 1099's & W-2's.

ACCOUNTS PAYABLE:

The duties with regards to Accounts Payable are strictly separated to ensure accuracy and provide additional protection from abuses of power. The procedure for handling Accounts Payable is as follows:

1. The Fiscal Assistant enters expenses in QB and prints checks along with a cover sheet for the program for which expenses are being paid.
2. These documents are then sent to the Program Director of the specific program, who acknowledges the expenses are correct by signing the cover sheet, and giving these documents to the Office Manager.
3. The Office Manager is then responsible for reviewing the checks for accuracy, signature stamping the checks, putting them into envelopes, and taking them to the post office.
4. As a final measure, all expenses are reviewed by the Fiscal Officer when reconciling the monthly bank statements and again later by the NWCCOG Board of Directors.

ACCOUNTS RECEIVABLE:

Accounts Receivable duties are separated as well. The procedure for handling Accounts Receivable is as follows:

1. The Fiscal Assistant receives revenue in the form of checks, cash, and electronic deposits then enters them into QuickBooks.
2. The Fiscal Assistant prepares deposits, keeps an electronic copy for the files, and gives the deposits to the Office Manager who transports them to the bank.
3. The Fiscal Officer is then responsible for reviewing revenue when reconciling the monthly bank statements and preparing monthly financial reporting.

BANK ACCOUNTS:

Bank Accounts are managed and monitored on a daily basis by the Fiscal Officer and the Fiscal Assistant. The Executive Director reviews and approves monthly bank statements for all operating and investment accounts and gives them to the Fiscal Officer to reconcile. Only the Board of Directors has the ability to make changes to NWCCOG's bank accounts and act as a signor on the accounts.

BUDGETING:

Budgeting is done by the Fiscal Officer, Executive Director, and Program Directors. They work in tandem to create accurate operating budgets that adhere to grant regulations. All budgets are reviewed and approved by the Executive Director and Board of Directors.

The Executive Director is responsible for creating and managing the budgets for Regional Business as well as our internal Indirect operations. The Fiscal Assistant is responsible for entering and paying these expenses, which are then reviewed and approved by the Board of Directors.

PAYROLL:

The procedure for Payroll duties is as follows:

1. Individual employees are responsible for filling out a timesheet tracking their work time, PTO, and employee flex time.
2. The appropriate supervising Program Director or Executive Director then reviews the submitted timesheets and signs their approval, acknowledging the accuracy of the record.
3. The Fiscal Assistant processes payroll and executes a direct deposit for the transactions.
4. The Executive Director reviews payroll for accuracy and approves the payroll summary report.



MEMORANDUM

To: NWCCOG Council
From: Jon Stavney
Date: 5 March 2018
Re: Sustainovation Training in Summit County

Council,

Please share with staff from your jurisdictions this opportunity for a full day training in Summit County on May 31 from 8-5pm at the Community and Senior Center with Nick Kittle, who was most recently Chief Innovation Officer for Adams County. His sessions are part inspirational speaker, and part training focused on innovating in the public sector. Forty of the 50 slots are already filled with staff from Summit County entities. NWCCOG is helping sponsor the training along with Summit County and most of the towns in the county. NWCCOG has reserved 10 slots. If you or someone on your staff is interested, please RSVP to office@nwccog.org via email with the name, title and entity represented by Friday, April 20th. Any unfilled slots from the membership will be filled with NWCCOG staff.

Kittle is now speaking, consulting and coaching on this topic across the country and recently did a very compressed version at CCCMA in Glenwood Springs. I blogged about his speaking at CCCMA on a-public-observer.com "Why Government should embrace failure."

Scope of work Summit County

Sustainovation Overview

Participants will learn the basic and key concepts of Sustainovation in this 2-hour, high-level interactive overview of the powerful full-day Sustainovation training.

Sustainovation Training

Participants will learn real creativity techniques to structure more innovative teams, build momentum and implement sustained innovation. Employees will leave more creative, more aware and more capable of implementing. Employees will leave with the power of Sustainovation® and the set of skills to make it happen!

In this interactive, one-day workshop, employees will learn hands-on techniques to create and build innovation as a part of their skill set and learn how to build and sustain a movement of innovation.

Bio

Award-winning former Chief Innovation Officer Nick Kittle will help your organization understand the nature of building sustainable innovation, how it is possible, how we can do it better, and how we can thrive while doing it. Nick is a dynamic TEDx and keynote speaker, and is a government performance and innovation coach from Colorado, delivering a powerful message. He is the first person in the country to found two different offices of civic innovation from scratch, including one of the first five innovation offices in the country in Colorado Springs. Nick has worked with Austin, Dallas, San Jose, Lakewood, Shawnee and others, and currently speaks, consults and trains across the country on civic innovation and High-Performance Government.

Training services are normally \$5,000 for the full-day Sustainovation training and \$2,000 for a two-hour Sustainovation overview. Per discussions and negotiations with Summit County, a discounted combined fee of \$6,000 plus travel has been agreed upon for a 1.5 to 2-hour Sustainovation Overview engagement on May 30th and a full-day Sustainovation workshop on May 31st. Travel is additional and includes hotel, IRS M&IE per diem and mileage as applicable. Class size for the full-day training is limited to 50 people to ensure maximum engagement and learning and 150 people for the 2 hour overview. Nick may bring one additional team member to any training/speaking engagements. All fees and reimbursements are due within 30 days of training delivery.

Schedule/Outline

8:30 ^{AM} – 9:00 ^{AM}	INTRODUCTIONS	1:00 ^{PM} – 1:45 ^{PM}	<i>“Acting Faster”</i>
9:00 ^{AM} – 10:15 ^{AM}	<i>“Nature Of Innovation”</i>	1:45 ^{PM} – 2:30 ^{PM}	<i>“Building Momentum”</i>
10:15 ^{AM} – 10:30 ^{AM}	BREAK	2:30 ^{PM} – 2:45 ^{PM}	BREAK
10:30 ^{AM} – 12:00 ^{PM}	<i>“Developing Creativity and Perspective”</i>	2:45 ^{PM} – 3:30 ^{PM}	<i>“Selling Your Idea”</i>
12:00 ^{PM} – 1:00 ^{PM}	LUNCH	3:30 ^{PM} – 4:00 ^{PM}	CLOSING COMMENTS / THOUGHTS

Provider

Nick will provide all training materials, powerpoint and laptop. Host will provide a room that has enough space for the number of attendees, lunch, snacks, coffee, etc for attendees, handouts as needed and an HDMI enabled projector with wi-fi access.



Nick Kittle

A government performance and innovation speaker and coach, and an ex-Chief Innovation Officer for government

Nick has spent the last 13 years in government, most recently as a Chief Innovation Officer, and more than ½ of that has been in government innovation, including founding one of the first five government innovation offices in the country and pioneering the concept of innovation value. During his government career, Nick has directed 13 different divisions and developed over 65 unique or first-of-their-kind pilot projects while directly generating \$7.8 M in savings, and winning 3 national awards. Nick has founded innovation offices in a conservative city and a liberal county, as well as consulted across the country with Kansas City, Austin and San Jose on government innovation, and has written extensively including pieces for the Harvard Government Innovators Network, Alliance for Innovation, and Governing Magazine.

Nick now trains across the country on building Sustainovation™, or sustainable innovation for government, and on creating high-performance government with Cartegraph. Nick is a dynamic TEDx speaker (Life 2.0), keynote and government performance and innovation coach from Colorado, delivering a powerful message—and in his main time, he is a father, husband, BBQ champ and avid disc golfer.

Vail Centre partners to offer manager course

Daily staff report
newsroom@vaildaily.com

VAIL — The Colorado Certified Public Manager Program, a nationally-accredited professional development program for public sector and government managers, is coming to Vail and Glenwood Springs starting this month.

The “CPM in the Mountains” program is offered by the University of Colorado Denver School of Public Affairs in partnership with the Vail Centre and the Northwestern Colorado Council of Governments (NWCCOG).

“It’s critically important that public sector professionals in rural and western Colorado have access to quality management development and leadership training, along with the opportunity to earn the CPM designation and build stronger relationships among their peers,” said CU Denver School of Public Affairs Dean Paul Teske. “Our partnership with Vail Centre, NWCCOG and local government leaders has allowed us to create a customized program for the region.”

DEVELOP MANAGEMENT SKILLS

The CPM curriculum is designed to help government sector professionals develop their management and leadership skills. Participants gain knowledge and tools that effective leaders use to improve public management, service delivery and governance throughout Colorado, which is the program’s ultimate goal.

CPM Denver alum and NWCCOG director Jon Stavney said, “My recent CPM certificate propelled me with fresh ideas and great contacts into my job at NWCCOG. I’m excited that CU Denver is building a mountain cohort. It is a great opportunity for anyone in the public sector who is new to management, or leadership, or wants to get there.”

‘CORE OF THE VAIL CENTRE MISSION’

A cohort of “CPM in the Mountains” participants will complete the program’s six in-person courses and a final project between March 2018 and July 2019. The two-day courses are offered on Fridays and Saturdays and are taught by a blended corps of seasoned practitioners and CU Denver-affiliated faculty.

“Providing high-level course work for western slope professionals is at the core of the Vail Centre mission, and we are ecstatic to have this newly formed partnership with CU-Denver’s CPM course,” said Ross Iverson, executive director of the Vail Centre. “Our hope is that this course will be a long-term solution to helping our government agencies attract and retain their top people and create meaningful case study work that will benefit the community.”

Apply at <http://bit.ly/CPMFull>. Space is limited. For more information, contact Lisa VanRaemdonck, executive director, CU Denver SPA Institute at info.cpm@ucdenver.edu or 303-315-2228.



PROGRAM UPDATES

To: NWCCOG Council
From: NWCCOG Staff
Date: March 15, 2018
Re: Program Updates

The following are events of note occurring since the January 25, 2018 NWCCOG Council meeting.

Administration/Regional Business – *Jon Stavney, Executive Director*

The website update is taking much longer than I anticipated, so I am requesting permission from Council to skip the annual report for 2017 to focus time and money on that effort. Ideally, the branding and look of the website should be reinforced in subsequent printed materials. I am working closely with Judi and a website designer that she has worked with in the past on this project. Part of the update will be cosmetic, part will be an effort to make the website more navigable for those using it to access our services. Most of the content on the website needs refreshing. I had anticipated this being a two-month process. It is beginning to look like it will be ongoing through much of 2018.

Since January meeting, I've attended the inaugural CPS Elected Officials Training in Glendale, CO, and can report that I am very excited about our choice to bring this opportunity to the mountains at a reduced cost. See the this meetings agenda for dates and locations. I am working closely with Debbie Brinkman, the organizer to get local speakers for our mountain cohorts.

I also had the honor of attending the Colorado Communities Symposium in Denver. Many of our member communities continue to be leaders in sustainability, and climate action at a local level which was the focus of the conference. I blogged about the well attended 3 day event at a-public-observer.com "Leadership at Altitude." The event was a culmination of years of effort, now recognized at a state and national level, that was re-energized by Aspen Mayor Skadron's call for a Compact for Colorado Communities.

The following week was the Colorado City and County Managers (CCCMA) conference in Glenwood Springs which has become a must-attend professional event. I blogged about that at a-public-observer.com "Why Government should embrace Failure." Attendees were treated to an abbreviated version of Nick Kittle, Adams County Chief Innovation Officers' Sustainability workshop which NWCCOG is collaborating with Summit County to bring to the Mountains in May (see agenda).

I spent a great deal of time working on the Broadband 5-year report which was just issued, and on details of Project THOR with Nate.

Since then I've worked to pull together information and materials for the E-bike presentation at this meeting which will be followed by a flyer. I am very interested if the document that I plan to issue following our meeting about e-bikes is an effort that the membership finds to be of use. I would like to find ways to do more of this kind of project for the membership. Rachel is working on a similar kind of project that will be a Housing update. I've spoken with Chelsey and Molly about doing something like this for transit.

The family had a wonderful winter break on the Big Island. I highly recommend it.

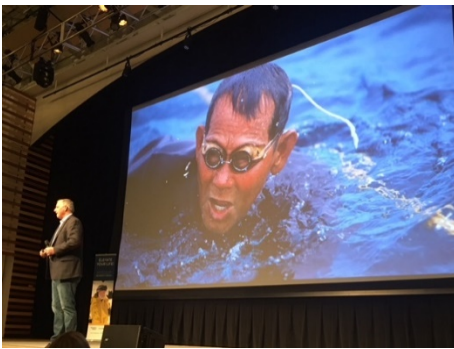
Alpine Area Agency on Aging (AAAA) – Erin Fisher, Director

State Unit on Aging Option Letter Status – We received notice on March 13th that the State Controller approved the State Unit on Aging's request to encumber the remaining FY 17-18 federal funds. The SUA is currently working on issuing the option letters and we hope to have our in the next few weeks.

New AAA Funding Approved by the JBC – On March 7, the Joint Budget Committee unanimously approved the requested \$4 million increase in State GF for the Area Agencies on Aging. The additional funds are appropriated for state fiscal year 2018-19. The Long Bill is scheduled to be introduced in the House on Monday, March 26.

RSVP Grant Award – The Corporation for National and Community Service (CNCS) issued a three year renewal award for the RSVP grant.

Request for Proposal (RFP) SFY 18-19 – The RFP for SFY 18-19 contracts closed in February and the RAC Grant Review Committee met to recommend funding for these contracts. As there was no submittal for the required Registered Dietitian, we went back out for RFP for the RD position and the RD RFP closes March 21st. Contract recommendations found in the council agenda packet.



The Longevity Project & Aging in the News – Tony Buettner with the Blue Zones Project presented in Summit and Eagle counties on Feb 27-28 to discuss longevity in a region with some of the longest life expectancy in the nation. Leading up to the event, the Summit Daily and Vail Daily wrote a four-part series on aging in our mountain communities. Several of the AAAA providers, consumers, and partners were interviewed for the series, including the AAAA Director. Read all about it!

[Three CO mtn towns rank in top 5 in US senior population - Denver Post](#)

[The Longevity Project | Part 1: Why do residents of Colorado's mountain towns live longer than anyone else in the U.S.?](#)

[The Longevity Project | Part 2: How do Colorado's long-lived mountain towns stack up to the rest of the world?](#)

[The Longevity Project | Part 3: Despite nation-leading longevity, Colorado mountain communities face significant health challenges](#)

[The Longevity Project | Part 4: Colorado mountain towns struggle to accommodate a surge of seniors](#)

Alpine Area Retired and Senior Volunteer Program (RSVP) – C.J. Grove, Alpine RSVP & NWCCOG Volunteer Program Coordinator

Our service numbers for the period of January 1 – February 28 are as follows: total of 1,317 hours

- Capacity building – 164.92 hours 10 volunteers contributing (the majority of these hours were given a clubs like Lions, Elks, Rotary garnering donations for community service programs)
- Economic opportunity – 52 hours 1 volunteer contributing (working with Habitat for Humanity either in construction or in their ReStore locations)
- Education – 169.75 hours 7 volunteers contributing (after school meal program, school nurse, cultural events)
- Environmental Stewardship – 4.50 hours 1 volunteers contributing (River clean up and community gardens)
- Healthy Futures – 787.83 hours 32 volunteers contributing (coaching/training classes, distributing information, preventing elder abuse, companionship, food delivery, transportation, food collection and congregate meals sites)
- Other Community Priorities – 138 hours 3 volunteers contributing

Since April 2015 RSVP volunteers have worked over 44,266 hours or over \$1,000,000 in donated salaries.

Our grant was renewed for another 3 years at \$81,693 per year. We were able to adjust the program to something more useful for the county. We will now have a Caregiver focus with programs that provide respite for family caregivers, senior visitors for seniors who live alone and are susceptible to social isolation, home delivered meals, and transportation services.

State Health Insurance Assistance Program (SHIP)/Senior Medicare Patrol (SMP) – T.J. Dufresne, Health Insurance Assistance Coordinator

Wrap Up of the April 2017 – March 12 2018 Contract Year – Our second full contract year was a success. Our target number on Medicare individual contacts was 590 and, as of March 12, 2018, we have had 1,054 individual contacts, almost doubling our service level from last year. The 2017 Annual Open Enrollment Period (AOP) demand was 15% higher than our 2017 AOP. We consistently received daily requests for assistance.

Below is a summary of our assistance contacts for the period of April 1, 2016 through March 12, 2017.

**Medicare Beneficiary Contacts April 2016 – March 7 2017
Our Contract Year is April 2016 – March 2017**

	Contract 2016- 2017	Contract 2017- 2018	Eagle	Grand	Jackson	Pitkin	Summit
Number of Total Contacts	750	1,054	362	194	45	131	188

SHIP Medicare Assistance Program Volunteers – The SHIP Medicare Assistance Program is a volunteer-based program. We are now able to train more volunteers with the re-opening of the national training process. Two volunteers in Eagle County and one in Jackson County are now in the queue for becoming certified Medicare Counselors. We have one volunteer in Jackson County and two potential volunteers looking at their calendars. There are four potential volunteers we are talking with.

We are looking for volunteers to help us with tasks outside of one-on-one Medicare counseling. Positions we are looking to fill include event set-up and hosting (just a friendly face to welcome people), office assistance, advertising and marketing, newsletter and PSA writing, presenters for both Medicare and SMP (fraud education), distribution of program information, data entry, networking at community events, scheduling, and hosts for education and outreach events.

Outreach and Education – Over the last contract year, we continued to organize or participated in 49 organized and community events to educate and promote the SHIP Medicare Assistance Program. Attendees included individuals who are “aging-in” to Medicare, existing Medicare beneficiaries, partnering organization staff, family and caretakers of beneficiaries, and businesses’ human resource representatives.

We will continue our efforts to reach more people in more innovative ways. Work is under way to design training modules and outreach streams using technology. We hope that we will be able to reach a wider population of Medicare consumers and also educate more individuals who are already familiar with learning technologies. We have asked out partners to help us identify remote locations that we can work with to meet our remote education goals.

Economic Development District (EDD) – Rachel Lunney, Director

2018 Regional Economic Summit - registration is open for the summit, to be held on Friday, May 4th at the Silverthorne Pavilion. Speakers are confirmed, and the agenda is taking shape. Marketing of the event will continue for the next 2 months. So far, 25 people have registered. Draft agenda can be found on the NWCCOG EDD website here: <http://northwestcoloradoregion.org/About-NWCCOG/2018-Regional-Economic-Summit.aspx>

March Quarterly Economic Update - the next quarterly economic update, with the most recent jobs and wages data for the region (from Q3 2017), is being developed and will be sent out to stakeholders in the next resources bulletin to go out in the next week.

Broadband Report - Rachel, Nate and Jon have completed a 5-year report on the NWCCOG Broadband program. This report will be sent out to membership and other stakeholders this week.

(Jon ED update: This was published 3/13/2018 and is intended to be updated as necessary)

Regional Workforce Housing Report - Rachel continues work on the regional workforce housing report, which will serve as a clearinghouse of workforce housing projects and programs being undertaken by both NWCCOG and CAST member jurisdictions. This report will be completed and available by the end of March.

Elevator Inspection Program (EIP) – David Harris – Director

The EIP is excited to announce the hiring of Gary Pfaff to fill the new inspector position. This new addition will increase the EIP field staff to four inspectors, this will help the program meet some of the challenges of coming into compliance with the findings of the State audit performed last year. EIP has also started interviewing for a new administrative position to help bolster the office staff. This addition to the staff will help free up some time to work on program development projects that are necessary in meeting the requirements from the State audit.

Addressing compliance, the EIP program has several elevators that are operating without a current Certificate of Operation. This is the top priority for the program at this time but it will take a couple months to implement an enforcement program that can be somewhat automated for tracking and follow-up. The enforcement process will include a notification process with an associated fine and possibility of the unit being shut-down. This entire process will take some coordination with local Jurisdictions so the EIP program will look to have meetings with local Building Officials and Fire Officials as this process will require a joint effort so that all interested parties are well informed as to what is happening in their Jurisdictions.

EIP field inspection staff will be increasing its continuing education attendance in local and regional workshops so as to help increase their knowledge base for the program.

Energy Program - Nate Speerstra, Weatherization Program Specialist

The Weatherization Assistance Program (WAP) and the Colorado Energy Office (CEO) have partnered with Xcel Energy to install an exciting new measure in qualified homes across the state. Photovoltaic panels will now be an additional option for providing savings on qualified clients' utility bills. The Energy Program has contracted with CEO to install one solar array for a WAP client to be completed by the end of the 17/18 Program Year which ends June 30, 2018. An Xcel electrical client has been identified and the process is moving forward.

The Colorado Affordable Residential Energy Program (CARE) and Crisis Intervention Program (CIP) are both wrapping up for the current heating season. The Energy Program has done close to 45 CARE jobs and nearly 30 CIP jobs. In 5 of the CIP jobs we completely replaced their heating system. The remainder of the jobs our furnace technicians diagnosed the problem with the heating system and fixed it. With 45 CARE clients receiving our services we were able to increase the number of homes in our territory that got energy efficiency upgrades by almost 50%.

The WAP program, going into its 3rd quarter of the program year, remains on schedule. The crews completed 13 jobs in February and remain on track to complete the contracted number of units.

Northwest All Hazards Emergency Management Region (NWAHEMR) – Kimberly Cancelosi, Program Coordinator

The Homeland Security Advisory Committee (HSAC) has been statutorily assigned to develop and annually review the Homeland Security & All-Hazards Strategic Framework for Colorado. HSAC is to advise the State's Homeland Security Advisor and provide *strategic* direction to the Division of Homeland Security & Emergency Management. The mission is how to best position the State and the regions to predict, prevent, mitigate the effects of, respond to and recover from all-hazard events including acts of terrorism;

and to increase the capabilities across all mission areas by developing sustainable programs, conduct exercise and trainings that are built upon strong partnerships with the Whole Community. HSAC formed a sub-committee to facilitate strategic engagement meetings around the state. On February 20 and 21, 2018 the Homeland Security State Strategy Engagement Meeting for the Northwest region took place in Steamboat Springs and in Summit County. Three hundred and fifty (350) invites were sent out to all first responders including law enforcement, special districts and all the elected officials from the 10 counties and the cities and towns within the region. Fifty-one (51) people attended the two meetings representing 9 of the 10 counties. The meeting was structured to identify strengths and weaknesses as well as opportunities and threats using the mission areas of Preparedness, Prevention, Protection, Mitigation, Response and Recovery. The subcommittee prepared a summary for the NW Region's facilitated meeting. The state-wide report will be shared upon completion

Summit County has hired Brian Bovaird as their new Emergency Manager. Prior to moving to Summit County, Bovaird Served as the director of operations for the Baltimore City Mayor's Office of Emergency Management. He holds a Master of Arts from the American Military University. The Summit County Sheriff's Office issued a news release stating:

"While in Maryland, Brian served as Director of Operations for the Baltimore City Mayor's Office of Emergency Management. His daily responsibilities found him managing over 40 Emergency Management Specialists trained in field response and EOC management, advising senior leadership and elected officials, administering regional training initiatives, and overseeing the operations of all special events in the City of Baltimore.

Brian is credited with developing an Incident Management Team (IMT's) for the Baltimore Police Department and enhancing their incident command capabilities. During Baltimore's civil unrest in 2015, Brian's experience managing and coordinating dozens of protests was put to the test. He worked side by side with the Incident Commander to advise on critical public safety functions and coordinate an unprecedented amount of mutual aid resources. Additionally, he has coordinated multiple Presidential disaster declarations and served as a Deputy Incident Commander for several of the largest events in the history of Baltimore City." The NW region welcomes Brian Bovaird.

The Colorado Emergency Management Association conference was held in February. This year Ty Gates, Emergency Manager from Rio Blanco County was the recipient of the Regional All-Hazards Comprehensive Emergency Manager of the Year Award. The award is "based on career achievement, overall contribution, local/regional coordination, specialized projects or proven leadership in the field of comprehensive emergency management."

Below are pictures from the celebration and recognition of the work by Emergency Managers throughout the Region and Colorado.

PICTURED RIGHT: Chuck Vale, regional field manager for the Department of Homeland Security Office of Emergency Management; Rachel Gates, Ty Gates, and Rio Blanco County Sheriff Anthony Mazzola.



Additionally, Cheryl Dalton, Emergency Management Specialist/PIO at Routt County Office of Emergency Management received a Colorado Emergency Management Association Presidential Award I recognition for her many years of service as Chair of the Association's Colorado Emergency Manager Certification Committee. Cheryl held this position from 2012 to 2017. Mike Chard nominated Cheryl for the award.

PICTURED LEFT:

Alan Colon, CEMA President and Cheryl Dalton.



PICTURED LEFT: Chuck Vale, regional field manager for the Department of Homeland Security Office of Emergency Management; Ty Gates, and Cheryl Dalton

PICTURED RIGHT: The Proud recipients!



Northwest Loan Fund (NLF) – Anita Cameron, Director

I always encourage a prospect to call me before applying so they do not waste their time or mine. In the conversation, I assess their fit for our grant criteria and the 5 C's of Credit.

- Character
- Collateral
- Capacity
- Capital (skin in game)
- Conditions (location, competition etc.)

Two new applications are being analyzed. Another was not strong enough to recommend. To this, I would like to explain:

1. One of these was referred by an existing client so I took quite a lot of extra time to explain the business lending criteria.
2. Another, owner of the company was (ignorantly) putting assets on the company statement and on the personal statement. This made my job very challenging to uncover the duplications and decide what was accurate. Often applicants are good at running their business but do not have the accounting acumen to understand financials.

After many days, weekend and holiday, as I sorted, things changed. it was not sorted enough and the site visit was cancelled so as not to waste the time of one or two loan committee volunteers.

A new loan was approved February 8, 2018. Additional CDBG funding has been approved. NLF Client Capitol Creek Brewery in Basalt has been awarded the lease from the City of Aspen to run the restaurant in the Wheeler Opera House in Aspen. It will be called the Aspen Public House. Anita will continue to spend time on the two downgraded loans.

Northwest Region Healthcare Coalition (NWRHCC) – Kelsey Blackburn

Coalition Coordinator

The NWRHCC is working to promote, develop, and enhance the Northwest Region's healthcare surge capabilities through communication, planning, training, and collaboration, with coalition partners, for the delivery of safe and high-quality patient care during emergency events. The NWRHCC is comprised of a Steering Committee with representatives from hospitals, public health, Emergency Management, Emergency Medical Services, and behavioral health.

The NWRHCC scope of work (SOW) is developed annually by the Colorado Department of Public Health and Environment (CDPHE). Regional deliverables are established per guidance from the federal Office of the Assistant Secretary for Preparedness and Response (ASPR). All deliverables must be completed by specific target dates in order to be eligible for future grant funding.

Fiscal Year (FY) 2017-2018 is well under way for the NWRHCC and they are working diligently to complete all grant deliverables set forth by CDPHE. The NWRHCC has quarterly (August, November, February, and

May) in-person meetings at selected locations throughout the Northwest Region and will begin monthly conference call meetings in April on the months there are not in-person meetings. Grant funding opportunities were made available through ASPR funding to healthcare organizations in the Northwest Region to benefit all NWRHCC members during an emergency. The NWRHCC Steering Committee is finalizing the grant awards and will work with the requesting entities and NWCOG to complete the purchases.

To date the NWRHCC has hired a Coalition Coordinator to assist in completing and coordinating all grant deliverables, and a Fiscal Agent to provide financial management and reporting services to the Northwest Region as required by grant guidelines and CDPHE. The NWRHCC has completed a Governance Document, Regional Hazard Vulnerability Analysis (HVA), Draft Communications Plan, Draft Preparedness Plan, and hosted the Community Inclusion in Colorado maps (CICOMaps) training. Additionally, the NWRHCC will be conducting a Coalition Surge Test table-top exercise to assist the NWRHCC in identifying gaps in surge planning through a low-to no-notice exercise.

Regional Transportation Coordinating Council (RTCC) – Chelsey Voden, Mobility Manager

The Mountain Ride Transportation Resource Call Center (One-Call/One-Click) is continuing to be in demand. Following are the number of one-way trips and associated services by county booked through the Call Center from the creation of the Call Center in August 2014 through February 28, 2018:

	2014 Aug-Dec	2015 Jan-Dec	2016 Jan-Dec	2017 Jan-Oct 31	2018 Jan-Feb 28
<u>Trip Count by County</u>	<u>Trips</u>	<u>Trips</u>	<u>Trips</u>	<u>Trips</u>	<u>Trips</u>
Eagle	27	692	772	1,275	142
Garfield			4	12	0
Grand*	657	1,148	3,697	5,479	814
Jackson	53	23	68	41	0
Park		178	2,299	3,402	443
Pitkin		441	224	600	93
Routt	202	1,895	1,047	1,131	0
Summit	151	723	430	893	116
Other			5		0
Trip by County Total:	1,090	5,100	8,546	12,833	1,608

*all trips including self-drive, taxi, GCCOA NEMT, and OAA.

The start of 2018 has been busy for Mountain Ride! January 9 Molly and Chelsey attended the Inter-Mountain TPR (Transportation Planning Region) meeting and Molly attended the North West TPR meeting February 22 to advocate for transportation funding in our region. Chelsey and Molly also attended a Community Resource Center class on February 8 to try to identify new funding opportunities for our program and increase the quality of our grant submissions. Chelsey attended the SWATA (South West Transit Association) conference in Denver March 5-7 to hear from other transit providers about mobility management best practices as well as new trends and ideas in the industry. Additionally we have been working with People Centered Transportation to discuss and advocate in the changes that Health Care Policy and Finance is implementing for new NEMT rules. New rules should be established by the end of the year and in place for 2019. Winter Park transit joined the other transportation authorities in donating to the Mountain Ride program and the county Health and Human Service Departments were successfully billed for January and February.

Water Quality & Quantity Committee (QQ) – Torie Jarvis, Director and Watershed Services & Summit Water Quality Committee (SWQC) – Lane Wyatt, Director

QQ is hosting a member retreat at the Town of Eagle Council Chambers, April 26-27, 2018. We are still working on finalizing the agenda, but are pleased to announce that Anne Castle, former assistant secretary for water in the US Department of the Interior and current fellow at CU's Getches Wilkinson Center for Natural Resources, Energy, and the Environment will be our opening presenter to capture the big picture efforts in the Colorado River Basin.

We expect to have our updated Model Water Quality Performance Standards (made possibly by a DOLA grant and through the NWCCOG Council!) finalized in April and publicly available. Building off that effort, QQ received a grant from the Colorado Water Conservation Board to conduct an assessment of how well QQ communities have integrated water planning into land use planning and to develop a set of model water savings measures for the QQ region. We are currently soliciting proposals for this work, available on the QQ website: www.nwccog-qq.org.

QQ also released a new study in February, titled Climate Change in the Headwaters: Water and Snow

Impacts, also made possible through a DOLA grant and support from the NWCCOG Council. Watershed Services is working with Grand County on the Town of Grand Lake, Northern Water and lots of stakeholders Bureau of Reclamation's NEPA analysis of alternatives to improve clarity in Grand Lake. The next meeting of that group is March 23.

Watershed Services, Summit Water Quality Committee, USFS and CDOT have submitted information to CDPHE indicating that Straight Creek is no longer impaired by sediment. Straight Creek parallels I-70 from the Eisenhower Tunnel to Silverthorne and is the Town of Dillon's primary water supply. CDOT will maintain the multiple practices which capture sediment and prevent erosion. Next step is to see if there are other practices to protect Dillon Valley's water inlet and install other protective measures.

Broadband Program – *Nate Walowitz, Regional Broadband Coordinator*
Regional Impact Activities

1. Project THOR, Timeframe: CY 2018/2019-2019, Priority: A
 - a. Mammoth Networks and NWCCOG are moving forward with an SOW to finalize project Non Recurring and Recurring costs for Project THOR network, as well as network design.
 - b. CDOT fiber is available along I-70 from Glenwood Springs to the Front Range Giga PoP in Denver. We are working on a proposal to CDOT to determine if this is a viable option. The costs will then be included as option in Mammoth SOW work in item 2 above.
 - c. Nate continues to meet with local organizations and local governments to promote Project THOR and begin to gain mindshare and further interest in the project.
2. Broadband Legislation and State Broadband Policy, Timeframe: CY 2019, : A
 - a. Senate Bill 18-002 is the first legislation to come out and negotiated with CML and CCI. This bill has some positive points and negative points. I urge you to read the draft and reach out to your legislators as you deem appropriate. The bill is now in House Committee.
3. NWCCOG Service Provider Relationships, Timeframe: CY 2019, Priority: A
 - a. CenturyLink continues to not release county and statewide maps for CAF II funding locations. Grand and Routt Counties specifically continue to press on this issue.
 - b. Comcast continues limited engagement with local governments.
 - c. San Isabel Telecom (owned by ForeThought) is in conversation with Eagle County and NWCCOG about a potential public/private partnership to build fiber to support their plans to deliver fiber to the home in Eagle.
 - d. Nate Walowitz is working with VistaBeam, Jackson County and OIT to determine how ISPs can utilize state-owned tower resources to support broadband deployment and middle mile backhaul. Brian Shepherd considers VistaBeam in Jackson County to be the demonstration case to support cooperation across the entire state.
 - e. Mammoth Networks is working with Foresite Group and Town of Breckenridge to secure backhaul connectivity for a 1st launch community.
4. DOLA Broadband Grants and Funding, Timeframe: CY 2018/2019/2018, Priority: A
 - a. NWCCOG and SWCCOG submitted and received an award letter for the DOLA Broadband Grant to support the Regional Broadband Program and Program Director.
 - b. NWCCOG has submitted and received an approval letter for a DOLA matching grant to assist NWCCOG and our partner Mammoth Networks to finalize the planning and costs of Project THOR. Six jurisdictions contributed \$1,835 each as the local grant match.
 - c. Nate Walowitz has been working with Moffat County and City of Craig to obtain concrete cost information through an RFP process and resubmitting their application to DOLA.
 - d. CAF II re-auction submission deadline is early 2018 for a reverse auction with census blocks that were not claimed by CenturyLink in Colorado. There are in the "extreme cost" category

and are the most difficult and costly locations in census blocks to service. Please see the Colorado Office of Information Technology website for further information.

5. FirstNet Colorado, Timeframe: CY 2018/2019, Priority: B
 - a. OIT has integrated Public Safety Broadband into their overall broadband strategy and will continue to support a broader scope of broadband for the state.
 - b. FirstNet Colorado participants and State OIT continue to support public safety and will provide advice to local governments and agencies to support decisions based on pricing, capabilities, and network coverage needed to ensure that public safety agencies needs are met throughout the state.
 - c. It is important to note that even as the Governor chose to Opt-In, the decision whether to utilize the FirstNet network or a Public Safety Broadband solution from Verizon Wireless or others is up to each local jurisdiction.

County/Local Government Projects

1. Eagle County, Timeframe: CY 2018/2019, Priority: A
 - a. Visionary Communications and Aspen Wireless are entering and expanding in the I-70 Eagle County markets.
 - b. San Isabel Telecom is working with Eagle County and consumers to explore deploying additional fiber and services in their territory.
 - c. Nate Walowitz has been working with Jeremy Rietmann and Scott Lingle to bring together a group of local governments to evaluate the development of local open access fiber to support government and local ISP needs to increase cost competitive broadband from Vail to Dotsero.
 - d. NWCCOG, the Town of Red Cliff, and University of Colorado Boulder ITP program students delivered internet education and Q&A for residents.
2. Grand County, Timeframe: CY 2018/2019, Priority: A
 - a. Mountain Parks Electric has chosen to move forward with a middle mile network design that could be leveraged by Project THOR and local ISPs and businesses to support improved broadband in Grand and Jackson County
 - b. There is a community anchor institution that is interested in serving as the Meet Me Center for two locations in Grand County. NWCCOG will be working with them to move forward with an agreement.
3. Jackson County, Timeframe: CY 2018/2019, Priority: A
 - a. VistaBeam has been awarded a Colorado Broadband Fund (Broadband Deployment Board) grant to build out a wireless network and infrastructure to deliver broadband to most homes and businesses throughout the county.
 - b. In concert with the ROADM being upgraded in Walden, CenturyLink has stated they will roll out Front Range pricing and services to customers in Walden sometime in the future. Mammoth Networks is working to leverage this new connectivity and support a 1 Gig connection to support VistaBeam, North Park Schools, and local government and businesses.
4. Kremmling, Timeframe: CY 2018/2019, Priority: A
 - a. Planning on having some local meetings in the 1st quarter timeframe to develop local plans for leverage Project THOR and gain additional broadband access.
5. Pitkin County, Timeframe: CY 2018/2019, Priority: A
 - a. The County continues to work with Mammoth Networks as their Network Manager partner. They will first develop a complete roadmap and then create and manage a multi-use fiber/wireless broadband loop connecting all their mountaintop sites, local government buildings, businesses and residents for public broadband deployment, public safety communications and County IT network redundancy.
 - b. Pitkin County is also working on two additional public safety projects; building out and moving their public safety radio communications from VHF to the State DTRS system.
6. Rio Blanco County, Timeframe: CY 2018/2019, Priority: A
 - a. Blake Mobley has left Rio Blanco County and has transitioned his role to Cody Crooks. We will continue to work with Blake in a new role in March. Welcome Cody!
 - b. The County continues to build out their wireless broadband tower network.
 - c. The fiber and wireless networks and their ISPs currently have in excess of 1000 customers. There currently is demand to add an additional 1000 subscribers in the coming months.
7. Routt County, Timeframe: CY 2018/2019, Priority: A

- a. NCB has signed a network provider to assist them in deployment of additional broadband services using the NCB fiber network.
- b. NCB is working with Mammoth Networks to support connectivity and lower cost bandwidth to North Park Schools in Walden.
- 8. Summit County, Timeframe: CY 2018/2019, Priority: A
 - a. Summit County is continuing to work on broadband and cellular service enhancement in areas of need throughout the county. A committee has been formed with participants from local governments, schools, colleges, and health care institutions to come together and address broadband issues.
 - b. Town of Breckenridge and Foresite are moving forward on a broadband infrastructure engineering and financials development study. NWCCOG and Mammoth Networks are working with Town of Breckenridge and Foresite to plan connectivity to support network deployment.
 - c. Nate Walowitz will continue to work with CDOT to leverage use of Summit County contracted CDOT fiber to meet the needs of the county, towns, CAIs and potential broadband providers.
- 9. Moffat County, Timeframe: CY 2018/2019, Priority: A
 - a. Nate Walowitz is supporting Moffat County and City of Craig to gather needed information to resubmit their DOLA broadband grant application. DOLA provided comments to them and Moffat County has chosen to re-approach DOLA once they have additional information.
 - b. Network Engineering and Network Operator RFP received 3 responses. Moffat County and the evaluation team will be making a decision in Mid-March.
- 10. City of Glenwood Springs, Timeframe: CY 2018/2019, : A
 - a. Glenwood Springs has partnered with Colorado Mountain College to secure diverse route connectivity to Denver.
 - b. The city could also be a regional host for Project THOR and potentially the CDOT fiber connectivity to Front Range Giga Pop in Denver.
- 11. Town of Breckenridge, Timeframe: CY 2018/2019, Priority: A
 - a. Nate Walowitz continues to serve as the technical advisor to Summit County and the Town of Breckenridge.
- 12. Town of Frisco, Timeframe: CY 2018/2019, Priority: A
 - a. The town has been participating in the County broadband conversations.
 - b. Frisco voters will vote to exempted the town from Senate Bill 152 in April 2018
- 13. Town of Dillon, Priority: A, Timeframe: CY 2018/2019
 - a. The town has been participating in the County broadband conversations. Nate Walowitz met with the town and will present to the Town Council in March.
- 14. Town of Silverthorne, Priority: A, Timeframe: CY 2018/2019
 - a. The town has been participating in the County broadband conversations.
 - b. Town public works and IT are interested in exploring open conduit or conduit and fiber project and connecting to the County fiber backbone network.
- 15. Town of Red Cliff, Timeframe: CY 2018, Priority: A
 - a. Nate Walowitz and the CU Boulder ITP students will be offering broadband and internet application education programs in the late February and early March timeframes.



**MEMBER
JURISDICTIONS**

City of Glenwood
Springs

City of Steamboat
Springs

EAGLE COUNTY

Basalt
Eagle
Gypsum
Minturn
Red Cliff
Vail

GRAND COUNTY

Fraser
Granby
Grand Lake
Hot Sulphur Springs
Kremmling
Winter Park

JACKSON COUNTY

Walden

PITKIN COUNTY

Aspen
Snowmass Village

SUMMIT COUNTY

Breckenridge
Blue River
Dillon
Frisco
Montezuma

Rio Blanco County Broadband
Press Release from NWCCOG
By Jon Stavney, Executive Director
January 2017

On January 3rd, NWCCOG joined representatives from three Colorado State agencies who drove 250 miles across snowy roads from Denver to join regional and Rio Blanco County officials in Meeker to celebrate a successful local broadband initiative that will offer 1 gigabyte access to fiber for every home and business in both Meeker and Rangely. The rollout also offers wireless broadband for the remaining one third of county residents living further afield. It enhances both cell service and public safety communications across the region.

With fewer than 7,000 residents and “neighboring towns” 60 miles apart that now share a locally funded “middle mile” fiber connection between them, just how important and unique this is for Rio Blanco County may be difficult to translate to businesses used to a consistent connection for credit card machines or households in Metro districts used to multiple wireless devices streaming movies.

The rollout plan received 82% voter support to spend general fund dollars on Broadband in November of 2014 following significant research and planning by Rio Blanco County. Blake Mobley, Rio Blanco IT Director wrote the County broadband plan published in June of 2014. He was hired with that goal in mind. At this event, Mobley was Master of Ceremonies for more than 12 dignitaries who spoke.

Brian Shephard, Broadband Program Manager from Colorado Governor’s Office of Information Technology (OIT) noted that the project leveraged a problem-solving mentality of local Coloradoans to prove “your zip code should not dictate your access to the 21st Century.”

Notably absent from the celebration was any major brand name internet provider, due to the small market in this far corner of Colorado. Paul Recanzone from Colorado Fiber Community, which won the contract for Rio Blanco County network management, said that there is currently a “70% take rate” for subscriptions on the network, with over 500 orders. He noted how flabbergasted a Huston, TX-based energy company’s IT department was when he recently told them that he could provide 1 gig wireless broadband access to their site in Rio Blanco County.

Chantal Unfug, Director of the Division of Local Government for the Department of Local Affairs (DOLA) said that state leaders were as excited as anyone in Meeker. She highlighted the regional cooperation as a template that the state would like to see replicated across far-flung rural edges of Colorado. Unfug complimented regional broadband coordinator, Nate Walowitz whose position at Northwest Colorado Council of Governments (NWCCOG) is specifically designed to empower this kind of local initiative.

Meredith Martiel from Office of Economic Development and International Trade (OEDIT), the keepers of Blueprint 2.0, the state economic development plan, also spoke of how successful Rio Blanco officials were in keeping their project “top of mind” with State officials in Denver.

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The collaborative groundwork being celebrated was actually established months earlier by Mobley as IT director for the Meeker School District when he acquired access to unused fiber for a school building in 1999. From his position at the school district, Mobley began finding ways to link the town hall, library and then other nearby entities with fiber until the Meeker Metropolitan Area Network (Meeker MAN) developed. So, in 2014 when the county decided to utilize state efforts through DOLA that were beginning to align for a county-wide project, the Commissioners recruited Mobley with the challenge of writing a broadband implementation plan in two months.

In Meeker, it was clear that the arrival of arguably the fastest internet service in the state had different meanings for different citizens and user groups. Shawn Bolton, Chairman of the Rio Blanco Board of County Commissioners said that now, "you can watch a movie without constant pauses", while "doing video meetings." He regularly overhears ranchers from some especially remote parts of the county telling others about where they suddenly enjoy cellular service. Superintendents from both Rio Blanco and Moffat County school districts were present to testify that providing additional Advanced Placement and other on-line classes and on-line testing for their rural students means they "are not restricted" by a lack of access in spite being in a place where you can send "a kid safely across town to get a candy bar."

Jeff Devere, CIO of Colorado Northwestern Community College in Rangely was ecstatic about no longer "having to explain to 200 incoming eighteen-year old entering freshmen that they don't have enough bandwidth for use of their personal devices." In fact, offering the fastest internet in rural Colorado is suddenly a selling point for CNCC.

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