

MINUTES OF A SPECIAL BOARD OF COMMISSIONERS MEETING
(2000 Budget Hearings)

October 11, 1999 through October 19, 1999

Present: James L. Newberry, Chairman; Robert F. Anderson, Commissioner; Duane E. Dailey, Commissioner; Lurline Underbrink Curran, County Manager; Anthony J. DiCola, County Attorney; Sara L. Rosene, County Clerk and Recorder

Chairman Newberry called the regular Board of Commissioner's meeting to order at 9:00 a.m. Chairman Newberry asked the Finance Director to present an overview of the budget process.

Finance Director Semsack stated that the budget process is in compliance with CRS 29-1-101, which are the local government budget laws. Mr. Semsack presented exhibits.

Exhibit A Public Notice in the Sky-Hi News of upcoming 2000 budget hearings
Exhibit B Public Notice in the Sky-Hi News of budget hearings to begin October 11, 1999
Exhibit C Budget message in compliance with State law
Exhibit D Letters regarding the Grand County property tax revenue limitation
Exhibit E Copy of the legal notice in the Sky-Hi News

Mr. Semsack reviewed revenues from 1997, 1998, and the projected revenues for 1999 and 2000.

Assessor

Grand County Assessor, Nancy Anders, presented her budget to the Board. County Attorney DiCola stated that Assistant County Attorney, Bob Franek, will handle work for all elected officials except the Commissioners and the County Clerk. County Attorney DiCola stated that the County Assessor does not need an outside attorney.

County Assessor Anders stated that she did not know that Assistant County Attorney, Bob Franek, was her attorney. She would be happy to use Mr. Franek now that she knows that he will be her attorney.

Building Department

Chief Building Official, Marv Fischer, presented his budget to the Board. Mr. Fischer stated that he would like to continue to provide uniforms for his employees. He would like the Board to set a standard for the type of uniform that employees will wear.

Vehicles are remaining in the 5-year plan at this time. If a motor pool is created, the vehicles will be taken out of the individual budgets.

Planning Department

Acting Planning Director, Bill Gray, presented his budget to the Board. The salary line item does not include the Planning Director's salary. Currently, Mr. Gray is working his position and the Planning Director's position. Filling these positions would put his salary line item to \$205,000.

Mr. Gray would like to increase the professional services line item to \$20,000. It would allow him to get more work done on the Master Plan and get the IGAs complete.

After reviewing the planning fee schedule, Mr. Gray would like to increase those fees. Chairman Newberry stated that these fees would need to be reviewed at the annual fee hearing.

Board Business

Jack Randall made a proposal on the sale of his land for \$4,000 in credit on his water quality fees. County Attorney DiCola stated that he does not think that this is a good idea. He would like the Board to think about this so they can discuss it tomorrow during the regular Board of Commissioner's meeting.

Public Health Nurse

Public Health Nurse, Ellen Parri, presented her budget to the Board. She stated that her budget did not include her salary because she did not know what it would be for 2000. That will need to be added in. Ms. Parri stated that she added some staff time into her budget for an administrative person. Ms. Parri's time on the Health Care District will take time away from her current work, and she will need an administrative person.

Social Services

Social Services Director, Duane Flessner, presented his budget to the Board. He reviewed how his budget was funded by State, County, and Federal money. The Board asked if Grand County is still involved with Jackson County. Mr. Flessner stated that the payment from Jackson County offsets some of Grand County's costs. He noted that Grand County does not get any mileage for going to Jackson County. Mr. Flessner stated that he spends two or three days per month in Jackson County.

Chairman Newberry stated that it seems that Grand County will lose \$86,000 in revenue this year. Next year, it looks like the County will lose approximately \$152,000. He asked what the solution is to stop the increasing debt for the County. Mr. Flessner stated that he may be able to pull funds out of other grant areas.

Chairman Newberry stated that as diligent as Grand County is in getting money back from the State, the County still has to contribute to these programs. The County continues to get further behind in the program.

Surveyor

County Surveyor, Warren Ward, presented his budget to the Board.

The budget hearing was scheduled to continue to 9:00 a.m. on Tuesday, October 12, 1999. The hearing was reconvened at 9:15 a.m. on October 12, 1999.

Engineer

County Engineer, Gary Steffens, presented his budget to the Board. The ariel photos scheduled for next year are in the Grand Lake area. He also plans on having the landfill photographed. Kim Adams has put in very little time for the engineer. Mr. Adams' work will be variable. There may be times that Mr. Adams will work for a couple of weeks for the engineer.

The need for the plotter is not critical this year. If Mr. Steffens moves to the courthouse, he can use the plotter that is in the courthouse.

Pest and Weed

Billie Summerlin presented the budget to the Board. They will be adding a position to this budget. This will allow for a second weed technician. They receive revenue for contract work that can reimburse this budget. Mr. Summerlin expects to receive at least \$30,000 in revenue. In chemical and fuel revenue, the program receives \$15,000 in reimbursement.

County Manager Underbrink Curran stated that the County has a good manager for the weed program. She suggested a little latitude to purchase an additional truck and to get the program in an appropriate place. The Board will allow excess revenues to purchase the new truck. Mr. Summerlin's time will get to be less as the weather gets colder. He will stay on as a part-time County employee.

Extension Service

Extension Agent, Chris Scott, presented the budget for the Extension Service. Mr. Scott stated that he would like to add a full-time 4-H Extension Agent. The overall cost to the County per year for this additional person would be \$16,558. This would eliminate the part-time employee.

Mr. Scott stated that he needs this additional person because he is not able to provide the adult program that he would like to do. He is feeling stretched between the existing programs and the potential 4-H programs. He feels that they could add more children to the 4-H programs. There is a decrease in the number of participants in the non-traditional programs. The current part-time position will be reevaluated and may be rewritten. Mr. Scott stated that his program needs to provide more leader development.

Mr. Scott stated that he would like to put someone full-time into the Kremmling office. The Granby office is a viable office.

Mr. Scott stated that he plans on working out of the Granby office more.

Sheriff/Animal Control/Town Contracts/ Court Security/Gramnet/UPS

Sheriff Johnson stated that Gramnet is in its third year, and it is a short year because the grant cycle is changing to a new fiscal year. Sheriff Johnson stated that they have struggled with use of the program. It is based in Steamboat Springs. In the last year, this program has not been real productive in Grand County. Grand County is tied into this grant until June 30, 2001.

Sheriff Johnson stated that the Useful Public Service budget requires them to follow through with defendants that are required to do useful public service. The defendants pay \$60 to participate in the program. They will soon be able to one-to-one that budget.

Sheriff Johnson stated that Alcohol Control and Education was created in the 1980's by the State. They created G-Cry out of this fund, and most of the money goes to G-Cry. The Sheriff retains a small amount of the money for education.

Sheriff Johnson stated that he does not have a problem with the staff's recommendation on his budget. The \$1,000 taken out of Search and Rescue should be left in. The Board agreed that Search and Rescue needs to be funded. Search and Rescue does not take care of the dive team. They have become specialized and very expensive. Sheriff Johnson will work on the water rescue. The Board will put a letter together to Grand Lake Fire regarding the dive team to let them know that the County is working on this issue.

Sheriff Johnson stated that the proposed jail budget will work for him.

Sheriff Johnson stated that the town budgets are a one-to-one contract. The town budgets include an investigator. These contracts will have a full-time investigator in the year 2000. Fraser will have another vehicle and a third deputy in July of 2000. These budgets are fully funded by the town.

Sheriff Johnson stated that the NRA budget is for the Wolford contract and the Three Lakes area. This is a reimbursement budget.

Sheriff Johnson stated the Animal Control budget reflects changes in the salaries. They receive license fees and fines as revenue. They do get some donations for spaying and neutering adopted pets. Sheriff Johnson stated that the County could restructure the fines.

Sheriff Johnson stated that in the court security's budget, they would like to increase the overtime. When the regular person is gone, he needs this overtime.

Sheriff Johnson stated that in his 5-year plan, he does not have a problem with the changes.

Dispatch

Sheriff Johnson stated that this budget reflects six dispatchers plus Chris Broady. The County will contribute 33 percent of the total budget. The County's contribution will be approximately \$90,000. If the County stayed with the State's dispatch, the first year cost would be \$160,000. The contribution by the 911 Authority in 2000 will be \$94,860.

Sheriff Johnson stated that he did not need a vehicle for Chris Broady. If Chris Broady is expected to be the Emergency Management Coordinator, he will need a vehicle. The Board may include use of a vehicle from the motor pool.

Accounting

Finance Director, Robert Semsack, presented the Board with the Accounting budget. It includes adding a person to do the EMS billing. It may end up being a part-time position.

Central Telephone

Finance Director, Robert Semsack, presented the Board with the Central Telephone budget. The salary reflects the cost of living and merit increases.

Airports

County Manager Underbrink Curran stated that she did not change this budget much. The total revenue for the airports is anticipated to be \$48,000. The expenditure for the airports is \$67,600.

Fairgrounds

County Manager Underbrink Curran stated that the fairgrounds request has not changed much. The operating supplies are set at \$15,000. The only request in sales tax is for a tiller. The income for the fairgrounds is minimal. Ray Tinkum presented requests for the groups using the Flying Heels Arena. The groups that are involved in the arena are Rising Sun 4-H Club, Flying Heels Arena Association, Trail Mountain Mustang 4-H Club, Grand Civic Center, and the East Grand Roping Club. The number one priority is to get water to the site.

The County will agree to haul materials for the arena. The groups will need to agree upon the material to be used and how

much is necessary. The County is paying for the port-a-potties at Flying Heels Arena.

There needs to be a window for the crow's nest. There needs to be facing on the grand stands. County Manager Underbrink Curran stated that with the water and other items, the additional needs would be \$6,000. She will contact Timberline regarding water.

Ms. Underbrink Curran stated that the County would like to get these requests in September so they can be included in the overall budget process.

The Grand Civic Center would like to consider an arena in the lower area. Chairman Newberry stated that the organizations need to make recommendations as to what will work for them. The County will do what they can to accommodate them.

The budget hearing was scheduled to continue to 9:00 a.m. on Wednesday, October 13, 1999. The hearing was reconvened at 10:05 a.m. on October 13, 1999.

Data/GIS

Kim Adams and Martin Woros presented the budgets for GIS and Data Processing. Mr. Woros stated that he may want to add an additional employee near the end of year 2000.

The Data Processing budget will need an additional \$2,100 in the professional line item for an additional bookkeeping package.

Kim Adams stated that the change in the salary line item is because of engineering. The computer supplies and maintenance is a large increase because of the GIS licenses. Mr. Adams stated that in working for the County Engineer, he has been restoring information. He stated that he believes approximately 10 percent of the work will be on restoration and the remainder will be on new projects. Mr. Adams believes that he will have more connection with the engineer when he is moved to the courthouse. Mr. Adams stated that with regard to the County Surveyor, he has done very little work. He did a small amount of work on County Road 408.

Mr. Adams reported that the County is not done with the consulting firm with regard to GIS. Mr. Woros stated that the contract is a little confusing. The County signed only one contract with Farragut. Farragut completed the first layer. They have been working on the Planning Department's application for eleven months. Mr. Woros would like to stop the contract with Farragut and find another consultant. Mr. Woros believes that the County is done with Farragut. Mr. Adams stated that he thinks that the County should be done with the original Farragut contract. Mr. Woros does not believe that the County may be done with the Farragut contract.

Chairman Newberry asked if there are other contracts that the County needs for GIS. He wondered if that will be enough money for professional services for GIS. Mr. Adams stated that the conversion was expensive in 1998. He believes that \$9,400 will cover the professional services for 2000.

Coroner

Dave Schoenfeld, County Coroner, presented the budget for the County Coroner. On professional services, Mr. Schoenfeld

stated that he increased that line item because the large number of young people dying. It is more costly to run many tests.

County Manager Underbrink Curran stated that she would rather see the Board supplement this budget when necessary.

Veterans Affairs

County Manager Underbrink Curran stated that they did not change this budget much. The Board cut down the advertising because Mr. Jennings has not been using that money. Mr. Jennings stated that he may need to get a new computer in the future. He did not include it in the 2000 budget.

Block Grant Requests

Grand Recycles

Katie Soles presented the budget for Grand Recycles. She provided a contract a few months ago. It identifies a large increase for the County. The Board recognizes the importance of this program and the County has agreed to the contribution.

Chairman Newberry stated that Grand County's contribution is far more than the financial contribution as identified in the Intergovernmental Agreement.

Horizons

Horizons has been serving two young men from Grand County that are now living Steamboat Springs. They just added an additional young man from Grand County. Between the three men, they receive approximately 1,300 hours per year of counseling. The families come in and out of services, but their numbers have not changed over the year.

They have a toy and therapy equipment lending library. Miller Storage has donated space for this equipment. The Horizon's office has been vacated, and the Grand County representative is working out of her home.

They would like to increase the salaries for their care providers. They have vacated their space and would like the Board to consider their increase to \$5,000.

Soil Conservation Service

The Soil Conservation Service is reviewing plats, and they are asking for \$4,000. Middle Park Soil Conservation will review lands before the bonds are released on new subdivisions. County Manager Underbrink Curran stated that none of those bonds are ready to be released.

Mountain Family Center

They have many services including a food bank, rent assistance, case management, holiday project, home ownership counseling program, housing fair, childhood initiative, and a play group. All the employees are part-time and receive no benefits.

Trailgroomers

Brian Mahony, President of the Trailgroomers, stated that they are asking for an increase. The Grand Lake Chamber has not made a contribution. They have paid for work by the Trailgroomers grooming a sled dog track. The trailgroomers will not be providing this service to the Chamber this year. The trailgroomers have recently received a grant from the Colorado State Parks.

The Board will fund the \$9,000 and will review funding as the budget process continues.

Advocates

Jennifer Mirczak, executive director of the Advocates, presented the block grant request for the Advocates. They asked for \$5,000 this year, which is half of what was requested last year. The Advocates will see more victim-related services that are different from domestic violence in 2000. The related services would need additional funding for the Advocates. It is not part of the domestic violence issue and the work that is done by the Advocates.

The Board will fund \$4,000 of the \$5,000 request. The Board will look at finding space for the Advocates.

Fair Board

Sheilah Jones presented the Board with the request for the Middle Park Fair and Rodeo. She reported on the expenses from the 1999 fair. The Board will grant \$6,500 to them and will look at the larger request as the budget process progresses.

Grand County Historical Society

The Grand County Historical Society will be funded at the \$22,000 level. They will be working with the Winter Park Chamber to promote the museums in the County.

The Board of Directors is working to become financially independent. They have an endowment fund and will continue to increase it. They talked about a tax supported district and will work toward creating a cultural facilities district.

Grand County Council on Aging

The Grand County Council on Aging has requested \$37,000, and staff recommended that the full amount be funded. This amount is not yet funded, but it will probably be funded.

Denise Hiscocks, Senior Coordinator, stated that ridership is up. They are seeing more activity in the Kremmling area. She hopes to see an increase in activity in the Grand Lake and Fraser areas. Ms. Hiscocks will be encouraging more activity in those areas. She stated that they will need to purchase a new vehicle next year.

Grand County Land Conservancy

The County has contributed cash donations and in-kind services and is providing office space in Granby. The County has tentatively approved the \$3,000 that was requested. The Land Conservancy will be closing on a couple more easements before the end of the year.

The County has not received any requests for open space funding. The Land Conservancy would like to see funding for open space. They need to get some type of public funding for this program. Melanie Zwick stated that she would like to see a mill levy to fund the open space. It may be best to have a separate body to collect the funds.

County Manager Underbrink Curran stated that the open space was just approved by the Planning Commission. It was pushed to the Headwaters Trail Alliance to work toward finding funding for the open space.

The budget hearing was scheduled to continue to 9:00 a.m. on Thursday, October 14, 1999. The hearing was reconvened at 9:05 a.m. on October 14, 1999.

Clerk and Recorder/Elections

County Clerk and Recorder, Sara L. Rosene, stated that her salary line item needed to be adjusted to reflect the increases that were granted in a recent supplemental. The large increase in the office supplies line item is to restore the 1954 County Road Map. The Board would like to place that in the professional services line item.

County Clerk and Recorder Rosene stated that she put uniforms in the budget at the request of her staff. Her staff does do inspections outside the courthouse. Also, clothing has been ruined by the work that needs to be done in the office.

The salaries in the Elections line item also need to be increased. In the professional services line item, the election judges are in that budget. County Clerk and Recorder Rosene stated that there are three elections next year, and she will need judges in all the precincts. She added that it costs the County approximately \$1.50 per voter to run an election. Commissioner Dailey noted that the cost of democracy is a pretty penny. The Board agreed that the computer supplies should be set at the \$18,000 recommended.

County Clerk and Recorder Rosene stated that she would like to make changes to her 5-year plan. She may want to get a space saver for the smaller vault. Chairman Newberry stated that the 5-year plan is a guideline for expenditures. Changes will be considered by the Board.

County Clerk and Recorder Rosene stated that she was under the impression that the old coal room was available for use for storing license plates. The Board agreed that she could use the coal room for license plates.

Commissioners

The Commissioner's budget reflects the movement of the County Attorney's Secretary to the Commissioner's Office. The professional services were increased because that line item has been overspent over the last few years.

Part of the sales tax budget includes a modular building for space.

Manager

County Manager Underbrink Curran stated that the budget has not changed much.

Courthouse Maintenance

County Manager Underbrink Curran stated that the Courthouse Maintenance budget did not change much. She lowered the amount of overtime in the budget because Rich Ivie stated that he will be working fewer hours next year.

County Attorney

Chairman Newberry stated that money was added for an Assistant County Attorney. The County took the Administrative Assistant out of the County Attorney's budget and put in the Commissioner's budget. This will allow the Administrative Assistant to do County work. Assistant County Attorney, Bob Franek, asked if Westlaw could be added to the budget. County Manager Underbrink Curran stated she prepared the budget and did not know that the County Attorney needed this. The Board may include it under the computer supplies.

EMS

EMS Director, Kevin Neb, requested three additional people in his budget. Staff recommended only one

additional person.

The billing will be moved back to the courthouse.

County Manager Underbrink Curran wondered if Grand County needs to train and hire as many EMTs as it currently has.

Commissioner Anderson stated that it appears that EMS is costing the County more money. Finance Director Semsack stated that Grand County will probably contribute \$200,000 in 1999 on EMS. EMS Director Neb stated that he believes that the uncollectible accounts are the same between out-of-County transports and the 911 calls. The Board needs to know how much EMS will need to be subsidized.

The Denver metro area has shut down the medical radio system. The ambulance service will need to use cell phones to contact the Denver hospitals. Mr. Neb would like a recording/router system for the Granby office and cell phones in the 8 ambulances. The additional cost would be \$4,800 annually for the phones.

Allen Pullium stated that training is vital for EMS employees. He added that one paramedic in an area is just not enough. As a community member, he expects this community to have a good ambulance service.

District Attorney/Juvenile Diversion

Todd Bickner, of the 14th Judicial District Attorney's Office, presented the budget for Juvenile Diversion. He stated that the type of crimes being committed and the amount of remorse has changed. This budget is fully funded by Grand County.

Paul McLimans, District Attorney for the 14th Judicial District, presented the budget for his office. All of his employees are split between Routt, Moffat, and Grand Counties.

Mr. McLimans stated that the costs to judicial districts for service or witnesses will be passed down to the County. He would like to be able to retain funds through the fiscal year for these funds. He would like the funds to be kept in a separate account.

Road and Bridge/Solid Waste

Road and Bridge Supervisor, Clark Branstetter, stated that he would like to move the bridge account's surplus to the year 2000.

Commissioner Dailey stated that the County may want to add a water line to the rodeo arenas. He would like someone else to maintain the arenas besides the Road and Bridge Department.

With regard to the solid waste fund, staff recommended a reduction on rental equipment and fixtures. Rich Schroer, of Road and Bridge, stated that they would like to make some changes to a loader at the landfill. Road and Bridge Supervisor Branstetter stated that he felt additional revenue would cover this.

Budget Deliberations

With regard to the County Surveyor, Chairman Newberry wondered if that salary should match that of the other elected officials. He also wondered if the Surveyor should have additional part-time employees in the summer. The Board would like to review the workings of the County Surveyor's Office. The part-time employees will not be part of the Surveyor's budget.

Finance Director, Robert Semsack, stated that the Board needs to set the mill for general operation.

Commissioner Anderson stated that he would like the County to raise the mill levy one mill. It is within the limitations set. The additional mill could be used for paving or to help with fund balances. The Board agreed that it would be appropriate to raise the mill levy and put \$100,000 toward EMS, \$100,000 of the money in the general fund reserves, and \$135,000 to Social Services. Finance Director Semsack will increase the bad debt for EMS to a more realistic number. He does expect to have better collections with the new system.

Staff did not recommend adding a full-time person in the CSU Extension Program. The Board agreed that a part-time person would be appropriate for that office.

The Board reviewed the block grant requests and how they should be funded.

County Manager Underbrink Curran asked if the Board was ready to create the motor pool. The Board directed the County Manager to make a list of the vehicles and set up a process on how to track the vehicles.

Chairman Newberry stated that the County may want to consider a Community Development Department which will include Building and Planning. County Manager Underbrink Curran stated that it would be possible to combine the departments and meld their budgets. The County Manager could oversee the two areas as a Community Development Department. She stated that it will not change the overall operation of the departments. The Board stated that they would like to combine the Building and Planning Departments into the Community Development Department. The County Manager will prepare an ethical overview.

Chairman Newberry stated that the Board may need to set a policy with regard to travel, lodging, and meals. They expressed concerns over how funds were being spent for travel, particularly the out-of-state travel.

The budget hearing was scheduled to continue to 8:00 a.m. on Tuesday, October 19, 1999. The hearing was reconvened at 8:00 a.m. on October 19, 1999.

Treasurer

County Treasurer, Christina Whitmer, presented the budget for the County Treasurer and Public Trustee. County Treasurer Whitmer stated that she needs a quicker printer in the Data Department. She was informed that the printer in that department will not be replaced with a like kind.

There being no further business to come before the Board, the special budget hearing was tabled until further discussion at a regular Board of Commissioner's meeting. Minutes were taken and prepared by Sara L. Rosene, County Clerk and Recorder. Approved this _____ day of November, 1999.

James Newberry, Chairman
ATTEST:

Sara L. Rosene
Grand County Clerk and Recorder