

## San Juan River Village Metropolitan District Regular Monthly Meeting Minutes

October 10, 2013

The meeting was called to order at 6:33 pm by President, Jamie Scholl. The directors present were Bill Wittwer, Carrie Wienckowski and Dennis Jeffrey. Doug Hampton, Operations Manager, and Tim McRee, Operations, were also present. Dirk Nelson, Attorney, was present for the Executive Session. Property owners, Steve Wilkins and Jan Wittwer joined the meeting after the Executive Session. Cynthia Purcell, District Manager, took minutes.

Carrie moved to go into Executive Session to receive legal advice under C.R.S. 24-6-402(4)(b). Dennis seconded and the motion carried.

Upon returning from Executive Session, the regular meeting continued at 7:30 pm. The board discussed the right of way easements that are shown on the plat. Some homeowners have asserted that they were not notified in their title work that an easement existed adjacent to their property when they purchased it. Dirk Nelson reported that most likely the title work states that "the property is subject to the conditions of the plat." Dirk will check the title work to determine the easements that are owned by the Metro District. He will prepare a letter to be sent to homeowners that are adjacent to these easements. Dennis asked Dirk about existing encroachments on Metro property or easements by property owners (wells, structures, etc.). Dirk said this was a common occurrence and a license agreement could be drawn up that grants the property owner the right to keep their structure if they accept liability for it. The agreement also would state that in the event the structure is destroyed, it could not be replaced. This concluded the discussion with Dirk Nelson and he left the meeting.

Dennis moved to approve the minutes for September 12, 2013 and October 2, 2013. Carrie seconded and the motion carried.

### **Water Department Report:**

The customer water usage report was reviewed for September – 441,750.

Tim reported that Datamatic LTD has filed for bankruptcy. It is being transferred to Datamatic Inc. and support and maintenance will remain the same. However, the transfer does not include the Firefly warranty.

The review of tap fees was tabled. Carrie requested that documentation about the study performed by Brilliam Engineering be distributed to all board members for review before the next meeting.

The Water Plant Capacity Study was tabled.

### **Sewer Department Report:**

The sewer line tap infringement from Unit 1 Lot 96 (Jordan) was discussed. Doug reported that he and Tim have been working on this project for the last two days. He anticipates it will be completed by next Monday.

The sewer line placement on Unit 2 Lot 94 (Soniata) was discussed. Jamie emailed a response to Robert Soniat stating that his request to have the line moved could not feasibly be accommodated. He offered to meet with Mr. Soniat to discuss ways to conceal the exposed cleanout pipe. Doug reported that Mr. Soniat would like to discuss it further. Carrie reported that she attended the recent POA meeting and volunteered to be a liaison between the Metro District and POA Architectural Committee to bring any

potential water/sewer issues to their attention when granting permits/variances. Davis engineering will be asked to print a large map of the subdivision that outlines existing water/sewer lines and any survey work accomplished. This map could be updated yearly and hung in the clubhouse.

#### **Road Department Report:**

The Mag Chloride discussion was dropped. It will be replaced with Dust Mitigation next month.

#### **Parks & Recreation Department Report:**

Carrie reported that she would like to see a wildlife gate installed at the National Forest access point on the corner of Elk Ridge Place. Homeowner, Steve Wilkins, reported that there is already a wildlife gate installed at that location. This access point has not been surveyed yet. Carrie asked the board to consider marking this access point once it has been surveyed. Dennis reported that he has had discussions with Duke & Monica about the easement adjacent to their property. The board discussed the possibility of printing a map with the location of the access points to be distributed to all homeowners. Dennis moved to mark three easements. Bill seconded. Upon further discussion, Dennis amended his motion to wait to mark the easements until Dirk has written a letter to adjacent homeowners. Bill seconded and the motion carried.

Dennis reported there is nothing new with the foot bridge committee and they are working on moving carp to the upper pond on the fish committee.

#### **Treasurer's Report:**

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund. Carrie moved to accept the financial report. Dennis seconded and the motion carried.

#### **Administrative Report:**

The District is in compliance. A legal notice was posted in the Pagosa SUN today regarding the 2014 budget review.

Cynthia distributed and reviewed with the board the first draft of the 2014 budget. The board was asked to consider potential projects and bring ideas to the next board meeting.

Eleven delinquencies totaling \$12,253.15 were noted. The board discussed the delinquent amount certified to the Archuleta County Treasurer. Cynthia was asked to contact the Title Company and the current owner, Anthony Doctor, to resolve the delinquent account before it goes to tax sale in November. Jan Wittwer suggested that the Metro District consider acquiring the Mackey property for another National Forest access point.

#### **Old Business:**

Doug reported there was nothing new on the bridge project.

Doug reported on the progress of the Hanslip driveway. Andy Weber has pulled off the project. He is waiting for things to dry out (probably next spring) before road base is laid. He and Tim will block the entrance to this area with posts and a chain to keep people off the groomed driveway. They'll put a combo lock on it and Jamie will email Mr. Hanslip the combination.

The board discussed the water tank encroachment on USFS land. Becca Smith had requested how much water goes through the tank on a yearly basis for the environmental survey. This is a requirement of US Fish & Wildlife. Due to the government shutdown, the Special Use Permit application is on hold.

The board discussed an invoice received from Rocky Mtn. Fence Co. for the removal and installation of fence around the water tank. After further discussion, the board approved payment.

**New Business:**

Tim is working on the O&M Manual.

Bill reported that there have been a few requests for assistance with new well permit applications.

**Other Business:**

Jan reported on the recent POA meeting (see attached). The POA will investigate removing the carpet from the clubhouse and replacing it with linoleum or something that can be mopped. The Metro District has budgeted \$1,000 to help renovate the building. Jan showed the board the new website that is set to go live at the end of next week. Additional information for the Metro District was requested. There will be a link to provide contact information for emergencies.

Dennis moved to close the regular meeting and go into Executive Session to discuss personnel matters at 9:48 pm. Bill seconded and the motion carried.

Upon returning from Executive Session, the meeting was adjourned.

Respectfully submitted,

Cynthia Purcell  
District Manager

POA Report to Metro  
October 10, 2013

With the arrival of Fall, activities are winding down in the subdivision. There are no major events to report.

**The 2014 budget** review is underway. No building permits have been issued. Jamie sent an email request that all permit applications be seen by the metro so that road and sewer lines/easements are acceptable. I think that is a good idea, and we will comply.

After the Source Gas incident, it is obvious that we need to work together to create an **emergency contact list** with instructions from property owners as to how to proceed in case of fire/water/burglary/gas, etc, emergency.

We hope to go live with the **website** at the end of next week. There is a lot of metro info that needs to be submitted to the designer. I am providing a list. The metro will be responsible for the next payment of \$666.00 and some training.

I got sick after the September 10 POA meeting in **the skunk house**. Dick had vacuumed, and unfortunately there was just too much dust and mouse droppings, etc. to effectively clean. So stirring it up was a real problem for me. Please consider partnering with the POA to remove the carpet, plug mouse holes, and install a flooring that is easily cleaned. We don't need anything fancy. A vinyl remnant leftover from a local project would be fine, and better for my asthma. That and some organizing would be a great start!