

San Juan River Village Metropolitan District Regular Monthly Meeting Minutes

September 11, 2014

The meeting was called to order at 6:41 pm by Carrie Wienckowski, President. The directors present were Dennis Jeffrey, Steve Wilkins and Bill Wittwer. Property owners, Rus Weathers, Bonnie Weathers, Doug Hampton, Joseph Jordan, Julene Campbell, Nancy Galbreath and Michelle Visel were present. Mary Knopfle, property owner, attended via phone. Cynthia Purcell, District Manager, took minutes.

Doug Hampton presented an estimate for repairing the culvert by himself and Andy Weber. The estimate was for \$26,500. The board will address this later in the agenda. Doug left the meeting.

At 6:50 pm, Dennis moved to enter into Executive Session for the purpose of receiving advice from legal counsel on specific legal questions related to Pedestrian Easements, as authorized by *§24-6-402(4)(b), C.R.S.* Steve seconded and the motion carried.

Bill moved to adjourn the Executive Session at 7:22 pm and reopen the public meeting. Dennis seconded and the motion carried.

Joseph Jordan gave a POA update on river access. They are currently developing a SJRV Guidebook to be distributed to all homeowners. The guidebook will address rules and etiquette of the neighborhood. It will also define known river access points and parking using a color coded method of green = access and red = private property (no access). Jan Wittwer is developing a layout and they anticipate having a first draft next month. Carrie requested that parking and boater etiquette at the Brinkman lot be addressed in the guidebook. Dennis suggested cleaning up the access into the boneyard. Dennis moved to have Davis Engineering survey and mark Metro property boundaries abutting Mary Ann Camacho's property on the front and back side. Mary Ann Camacho will be in town next week and Dennis would like to meet with her to discuss options. Steve seconded and the motion carried.

Bill moved to approve the minutes for August 14, 2014. Dennis seconded and the motion carried. Bill moved to approve the minutes for the Joint POA/Metro Meeting held on August 26, 2014. Carrie's name was spelled incorrectly, which will be corrected. Dennis seconded and the motion carried.

Water Department Report:

The customer water usage report was reviewed for August – 564,000.

Briliam Engineering, who has merged with an engineering firm in Denver, is putting together a proposal for the computer upgrade to bypass the PALL licensing fee.

The board discussed installing 3 phase power at the booster station. Gene is assisting Tim in submitting an application to LPEA for the upgrade. There is a \$20 application fee. Once the application is reviewed, LPEA will send an engineer onsite to put together an estimate for the installation. This engineering fee is typically around \$500. The project will be slated for 2015.

Sewer Department Report:

Jim Higgs contacted Carrie via email to inquire about the work performed on the utility easement of his property (Unit 2 Lot 85X) last year. He was concerned about the undercutting of the hill. Dennis called Mr. Higgs to discuss the work that was performed to unbury the sewer line on that easement. They discussed the possibility of the Metro District installing some gabion baskets and reseeding the hill to help protect both Mr. Higgs property and the sewer line. Dennis reported that Mr. Higgs was very pleasant to

talk with and open to working with the District. Dennis moved to have the District shore up the hill on Mr. Higgs property using gabion baskets, seed and erosion blankets, with the work to be completed by Sept. 30, 2015. Steve seconded and the motion carried.

Road Department Report:

The board discussed the estimate Doug presented at the onset of the meeting. There was discussion about the necessity of wing walls and proximity to property boundaries. Dennis moved to have Davis Engineering survey the property boundaries on both ends of the culvert. Steve seconded and the motion carried. The bid was tabled until the boundaries are marked and it can be established if wing walls are necessary.

Parks & Recreation Department Report:

Steve requested that the Metro and POA boards work together to create a document that outlines the roles and responsibilities of each organization. He presented an overview of the scope of services for each board to provide the best service possible for the benefit of all property owners. The POA would provide "people" services and the Metro would provide "property" services. The overview is attached at the end of the minutes. Steve suggested that the Metro District maintain common areas and the perimeter fencing, as well as implement recreational/beautification improvements designed by the POA. Currently, the POA is charged with maintaining the fencing in their covenants. If the POA proposes changing the covenants, Joe Jordan asked if it could be put to a vote via electronic polling online. Cynthia will seek legal guidance from the attorney about the possibility of the Metro District providing that maintenance and the correct procedure the POA must follow to change their covenants. Cynthia asked the POA to consider allowing the Metro board to review plans presented to the Architectural Committee to ensure Metro utilities aren't being infringed upon. Joe will address this at the next POA meeting.

Administrative Report:

The District is in compliance. Cynthia met with Brian Sinnott to begin 2015 budget preparations. Brian prepared a spreadsheet that compiles a 5 year average for each line item in the budget. He and Cynthia will use this spreadsheet to begin preliminary budget figures. They will be meeting again next Friday to review before meeting with the whole Finance Committee on Friday, Sept. 26th. Cynthia asked the board for their input on possible projects/items to be considered in next year's budget. Dennis asked that the board consider purchasing a new truck and toolbox for Tim next year. Bill suggested purchasing flow meters. Tim has requested that new gravel be purchased to improve the roads. Dennis will work with Tim to install some new gravel this year in much needed areas. Cynthia and Dennis will meet with Tim next week to discuss further additions to the list.

Fourteen delinquencies totaling \$11,370.79 were noted.

Treasurer's Report:

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

There were no bills presented for payment.

Old Business:

Cynthia reported that the risk assessment is almost complete for the USFS special use permit. It will then be submitted to Becca Smith, USFS.

Cynthia gave an update on the Harebell Bridge project. SEH has completed the additional modeling requested by FEMA for the LOMR. They are waiting for clarification on a technical question from FEMA before resubmitting the application. The only item left to complete is the notification to homeowners about the potential change to the flood map. SEH will handle this after the application has been resubmitted.

Cynthia sent Mr. Hanslip an indemnification and release of liability to sign on behalf of the Metro and POA. He requested that the release notarization be changed to Texas. Cynthia changed the release and sent it back to him. Dennis moved to authorize Cynthia to execute the quit claim deed for the driveway once the indemnification and release is signed and returned. Bill seconded and the motion carried.

New Business:

The board discussed purchasing an emergency notification system that would call all residents to alert them when there is a water, sewer or road emergency. Linda did some research and suggested using Call Multiplier. There is no monthly fee and you purchase credits that don't expire. One credit = one phone call. The price ranges from 6.9¢ to 9.9¢ per credit, depending on how many credits you purchase at one time. Carrie asked if the system would leave a message if no one answered. Cynthia will inquire about the specifics of the program. The board directed Cynthia to put an insert in the next billing to ask homeowners if they are interested in having this type of service or not.

Bill reported that he has received no new well permit applications.

Other Business:

There being no other business, Dennis moved to adjourn the meeting at 9:24pm. Bill seconded and the motion carried.

Respectfully submitted,

Cynthia Purcell
District Manager

**Statement regarding Executive Session on September 11, 2014, with Board to
Receive Legal Advice**

I attended the executive session by telephone. At 6:50 p.m., I advised the Board as the District's attorney, that it was my opinion that the discussion of the matter announced in the motion to go into executive session constituted a privileged attorney-client communication. I therefore recommended that no further record be kept of the executive session, and asked that the tape recorder be turned off.

At 7:22 p.m., the executive session concluded and the tape recorder was turned back on because the privileged attorney-client communication was finished.

Sincerely,

A handwritten signature in blue ink that reads "Jennifer Russell". The signature is written in a cursive, flowing style.

Jennifer Russell