

**San Juan River Village Metropolitan District**  
**Regular Monthly Meeting Minutes**  
August 2, 2018

The meeting was called to order at 6:32 pm by Louise Sumner Woods, President. The directors present were Bill Wittwer, Steve Wilkins and Doug Hampton. Homeowner, Bonnie Weathers was also present. Tim McRee, Maintenance Operator, was also present. Cynthia Purcell, District Manager, took minutes.

Bill moved to approve the minutes from July 12, 2018. Steve seconded and the motion carried.

**Maintenance Operator's Report:**

Tim reported on the progress of the road maintenance. The grading of the loop from Swiss Village, up Steep St. and around Harman Ave back to the entrance, has been completed. This area was also mag chlorided this morning. The remainder of the grading from Steep St. up Harman Ave. and Swiss Village Dr. has been hampered due to the lack of gravel delivery. CrossFire is unable to use belly dump trucks due to the overhead power lines. They were sending smaller trucks, but due to the road construction, they can't afford to have their drivers sitting in traffic all day. Tracy Smith had other jobs lined up and couldn't wait for the gravel. He will be back in about 2 ½ to 3 weeks to finish up the grading, once all the gravel has been delivered. Doug volunteered to help Tim by running the grader, if needed. Four more manholes will be rehabilitated at the end of September. Tim will apply one more treatment to the upper pond to help with the algae growth this season. Tim got a bid to install the water line loop from Harman Ave. to Swiss Village & Heidi Ct. for \$24,000. This does not include any blasting or jack hammering if rocks are present. Tim will be installing a valve and hydrant at Heidi Ct. that the water line will tie into. The contractor stated it could be a while before he could get to this project. Tim will inquire about his timeline to see if this is feasible for 2018.

The board discussed the brown water problem and potential solutions. Doug reported that he spoke with a representative from US Water Systems. He showed them FEI's report and asked what they would recommend. They recommended filtration prior to the PALL unit. It would consist of 2 backwash sediment filters, 2 injection pumps, and 2 green sand filters. The quote he was given was for \$35,000 which includes permitting through the State of Colorado, but not labor to install. The representative also had suggestions for lowering the chemical dosing in the plant. Doug is going to send him diagrams of the water plant and discuss options in detail and report back to the board. As this was not a budgeted item for 2018, the board discussed potentially delaying other projects to fund this, if it could be accomplished and permitted by the state before the end of the year. The board discussed that it could take 6-7 months for the manganese and iron to be drained from the entire system. Steve reported that he has brown water at his home presently.

Public Comment Period: Bonnie Weathers inquired about whether or not homeowners should drain their water heaters as well if this filtration system was installed. The consensus was to wait a month or two after the filtration system was installed.

**Road Department Report:**

Cynthia reported that Tim has had to devote a lot of time to spreading gravel for the road maintenance project, due to the lack of supply and accessibility by CrossFire.

**Water Department Report:**

The customer water usage report was reviewed for July – 629,400. Don Raley requested leniency on the sewer portion of his bill due to a break in his frostfree. Steve moved to credit Don's bill for the upper tier sewer charges in the amount of \$373, charging only the base sewer rate, but full water usage rate. Bill seconded and the motion carried.

**Sewer Department Report:**

The board discussed the quote obtained to rehab the little lift station (2 new pumps, control panel, and telemetry) for \$31,850. Installation would be approximately \$2,500. The little lift station is currently only operating on one pump; the other is dead. This is cheaper than what was budgeted for telemetry alone. Louise moved to approve the purchase and installation as quoted from Water Technology Group for

rehabbing the little lift station. Bill seconded and the motion carried. As Tim will be losing his summer help soon, the board was in favor of Tim hiring someone to help him with the installation.

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

The upper pond maintenance was covered under Tim McRee's report above.

### **Administrative Report:**

The District is in compliance.

Doug Hampton completed the oath of office and Louise signed his notice of appointment.

Cynthia reported on options for the District to accept online bill payment. A quote was obtained from a local merchant, which included a monthly processing fee plus fees to accept payments that would be passed on to the customer. She also found a governmental agency, SIPA, which works with special districts to provide payment processing at no cost to the District. The convenience fee is lower than other options as well – Credit card transactions = ((Transaction Amount + \$0.75)x 2.25%) + \$0.75 and eCheck transactions = Transaction Amount + \$1.00. Steve moved to approve the payment processing installation provided by SIPA. Bill seconded and the motion carried. Cynthia will sign the Eligible Government Entity Agreement and begin the process.

There is currently one vacant seat on the board. Cynthia reported that there have been no inquiries.

Nineteen delinquencies totaling \$6,322.37 were noted.

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

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund for July, 2018. Lisa will be asked to remove the footer on the financials stating "See Accountant's Compilation Report". Louise will continue to work with Lisa on journal entries and cleaning up the accounts. Steve moved to accept the financials. Louise seconded and the motion carried.

There were no bills presented for payment.

### **Old Business:**

The water line looping was discussed in Tim's report earlier.

### **New Business:**

The maintenance building was discussed. The board discussed options of replatting the lot lines to accommodate the new building and additional lots that could be sold. Doug suggested combining lots 10 and 11 for the maintenance building and then lots 12-15 could be equally portioned into 3 lots with a Metro owned, gravel path on the backside of them (at the top of the hill) connecting to the path down to the river. Doug volunteered to talk to the Birdwell's to give them the opportunity to purchase the lot 68 adjacent to theirs. Cynthia will work with Dean Schultz to get the land surveyed and with John Shepard to begin the replatting process.

The Short Term Rentals and Sewer Impact agenda item was tabled till next month.

Doug reported that the Roger's water feature doesn't need to be permitted, as stated by the Colorado Division of Water Resources. They will be obtaining a well permit in the near future.

Steve requested that the board discuss an employee compensation review of Cynthia. He wanted to present Cynthia with a bonus for her work in completing the Harman Ave. road vacation process and other items. Doug moved to approve a bonus for Cynthia in the amount of \$1,500. Steve seconded and the motion carried.

**Other Business:**

Steve's POA update was tabled.

There being no other business, Louise adjourned the meeting at 8:45pm.

Respectfully submitted,

Cynthia Purcell  
District Manager