

San Juan River Village Metropolitan District
Regular Monthly Meeting Minutes
November 8, 2018

The meeting was called to order at 6:28 pm by Louise Sumner Woods, President. The directors present were Steve Wilkins, Bill Wittwer and Doug Hampton. Homeowner, Bonnie Weathers was also present. Tim McRee, Maintenance Operator, was also present. Cynthia Purcell, District Manager, took minutes.

Steve moved to approve the minutes from October 11, 2018. Bill seconded and the motion carried.

Maintenance Operator's Report:

Road Department Report: Tim reported on the road maintenance that was just completed. The gravel went a bit further than anticipated, but there was one small area that was missed due to the way the gravel was delivered. Tim will order a belly load of gravel to spread on the bald spot to complete it.

Water Department Report: The water looping project has commenced. The trench has been dug, but due to equipment problems it is not complete yet. The computer logix is scheduled to be installed on December 11th. They have been remotely logging into the computer to collect information and update licenses to prepare for the install.

Sewer Department Report: Tim reported that the little lifts station rehab is complete and the sensaphone alert has been installed. He will need to raise the antenna by about 10 feet to ensure adequate reception. Tim also reported that the main lift station was acting up. The system wasn't backed up when it was originally installed. This has since been remedied and is working well now. Four additional manholes have been rehabbed this year as well.

Parks & Recreation Report: The board discussed the possibility of dredging Aspen Pond. Cynthia reported that an excavator could be rented for a week for approximately \$6,000. The board also discussed the possibility of dredging out the three lower ponds as well. These projects could both be funded through the Conservation Trust Fund. Doug reported that he was available next week and volunteered to operate the excavator if it was available to rent. Doug thought the upper pond might take 6 hours to complete. The excavator would then need to be moved via truck to the lower ponds. Tim suggested hiring Andy Weber to move the piece of equipment. He will talk to Andy. The board was favorable to move forward with these projects if the equipment is available.

Public Comment Period: Bonnie Weathers asked Tim about the flow of the river by Picnic Island. She was concerned that someone may have diverted the water which left the center channel dry. Tim reported that renters have moved rocks around, etc. but that the flows will return once the spring runoff commences. Bonnie also wanted to state that she objects to the use of mag chloride on the riverside of the neighborhood.

Executive Session: Louise moved to enter Executive Session at 7:10pm pursuant to §24-6-402(4)(f), C.R.S, for discussion of a personnel matter involving the evaluation of Cynthia Purcell, District Manager, and Tim McRee, Operations Manager, who were previously informed of the meeting. Doug seconded and the motion carried.

Louise reconvened the public portion of the meeting at 7:40pm.

Doug moved to approve a salary increase beginning January, 2019 for Tim McRee in the amount of \$2,000 from the 2019 budgeted amount and award a bonus of \$2,500 for 2018; and approve a \$40,000 yearly salary beginning January, 2019 for Cynthia Purcell and award the remainder of her \$2,000 bonus in the amount of \$500 for 2018. Louise seconded and the motion carried. The board requested that Tim work on being better organized. The board also requested that Cynthia help Tim with organization and provide more follow up with him to ensure tasks are completed and inventory supplies are restocked regularly. They would also like to have maps completed of the water/sewer lines and associated infrastructure.

Administrative Report:

The District is in compliance. The budget announcement was posted in the Pagosa SUN.

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

Nineteen delinquencies totaling \$5,471.11 were noted. Louise requested that the dates of all delinquencies be listed appropriately on the statement. One delinquency will be certified to the Archuleta County Treasurer via resolution.

Employee evaluations were completed for both Cynthia and Tim for 2018.

Cynthia presented the draft 2019 budget. She reviewed each fund and possible capital improvement projects. The board discussed and evaluated the individual projects within each fund. The final consensus was that the top priority was to get the maintenance building constructed. Cynthia will revise the draft budget to reflect these changes and email to all board members for review. The final 2019 budget will be approved at the December meeting.

Treasurer's Report:

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund for October, 2018. Steve moved to accept the financials. Louise seconded and the motion carried.

There were no bills presented for payment.

Old Business:

Doug will commence the short term rentals sewer impact study on December 15th. The board has authorized him to access all data available through the Mosaic system to complete this task. Louise reported that she found 43 rentals on vrbo.com within the San Juan River Village. There are currently only 3 registered with the county. All rental homes must be registered with the county by January 1, 2019. Any that are not in compliance by that date will be turned over the county.

New Business:

Cynthia reported on the replatting of the Metro lots to accommodate the maintenance building and 4 lots for resale. There is a very small parcel of land at the entrance to the subdivision that is currently owned by the POA. The POA will review a quit claim deed to transfer this to the Metro District at their meeting next week. The survey work is also being done this week. The permit should be ready to submit to the county before the end of the year. The final replat and conditional use permits will be sought next year with an anticipated date of construction beginning in the summer.

Cynthia reported that purchase of Lot 165, Unit 1, should be complete by the end of the year. The court will need to be petitioned to allow the father of one of the deed holders (a minor) to sign on his behalf. Jeff Driscoll will help facilitate this process that could take up to a month to complete. The District will incur the cost of the legal fees. At that point, a simple sales agreement will be drawn up and the transfer of deed for the purchase price of \$2,000 will take place.

Bill reported there have been no new well permit applications. Cynthia was contacted by Justice Water to inquire about Metro approval for a new well. She asked him to contact Bill for more details. Bill reported he has not received a call from them.

Other Business:

Steve reported that the POA doesn't meet until next week. He will present the quit claim deed for the tear drop parcel to transfer ownership to the Metro for the replat. He will also request that the POA consider contributing funds toward the maintenance building project as it will be used by them as well.

There being no other business, Louise adjourned the meeting at 9:04pm.

Respectfully submitted,

Cynthia Purcell
District Manager