

**San Juan River Village Metropolitan District**  
**Regular Monthly Meeting Minutes**  
October 3, 2019

The meeting was called to order at 6:30 pm by Steve Wilkins, Vice President. The directors present were Bill Wittwer and Doug Hampton. Homeowner, Bonnie Weathers was also present. Tim and David McRee, Maintenance Operators, were also present. Cynthia Purcell, District Manager, took minutes.

Bill moved to approve the minutes from September 12, 2019. Doug seconded and the motion carried.

**Maintenance Operator's Report:**

**Road Department Report:** Tim reported that a tire for the Bobcat needs repaired. Tim will meet with JR Ford to inquire about the product they use for dust abatement in Hidden Valley. JR said they use Earthbind, so Tim has requested information from this manufacturer. Tim will begin the road repair and drainage modification by Graham Whitehead's driveway next week.

**Water Department Report:** The water usage for September was reviewed – 431,400 gallons. Tim reported that the leak was found in a meter pit on the mountain side. The water plant is operating normally now. Tim also reported that the chlorine chemical pump is in need of replacement. He has ordered the parts and will perform the repair. He will need to do a CIP once the repair is completed. The booster pumps are also not working properly – switching from pump 1 to pump 2. Browns Hill will be coming out next week to look at them. Tim reported that David dug the three test holes required to investigate the possibility of a new gallery well. They are waiting for DAK Drilling to come out to give an estimate.

**Sewer Department Report:** At the last meeting Robert Soniat requested that the board stop by his property to see where he had flagged the sewer utility easement for the lift station and the infringement of it on his property. The board members did a site visit prior to this meeting. The board asked Tim to put up some delineator posts within Metro's utility easement to clearly mark the access to the lift station. As the board is unclear about what Robert is requesting, Steve moved to send a letter to Robert stating that the board doesn't want to mix water/sewer infrastructure and hookup fees with an easement request. Robert is responsible for paying these fees and the easement is a separate issue that can be negotiated. Bill seconded and the motion carried. Cynthia will draft the letter. Tim reported that he has been trying to get in contact with CDOT to discuss building berms along Hwy 160 behind the properties on Alpine Drive to divert snow melt and water to prevent flooding. Tim also reported that four manholes have recently been rehabbed.

**Parks & Recreation Report:** Tim reported that he and David have been working on the Aspen Pond area. All the rocks have been dug out and manure has been spread. Tim will broadcast grass seed and cover it with mulch before first snowfall.

David reported that he has been learning how to use the backhoe by digging test holes for the possible gallery well, and learning how to navigate the computer portals for reporting and operating the auto meter readers.

**Public Comment Period:** Bonnie reported that the cover on her auto meter reader is broken and she has noticed others in the neighborhood are as well. Doug reported that the reader is fully encased within the hard shell cover, but Tim will be asked to investigate. Bonnie also inquired about what a gallery well was. Steve explained.

**Administrative Report:**

The District is in compliance. Cynthia presented the first draft of the 2020 budget. The board discussed potential projects and how to fund the maintenance building. The whole house water filtration rebate program will be capped at 10 rebates per year beginning in 2020. Cynthia will rework the budget per the board's requests and send out for review prior to the next meeting.

There are currently 2 board vacancies. Recruitment efforts continue to fill these positions.

Eighteen delinquencies totaling \$6,785.56 were noted.

**Treasurer's Report:**

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund for September, 2019. Steve moved to accept the financials. Doug seconded and the motion carried. Louise volunteered to continue reviewing future financial reports for the District after she moved. Cynthia will keep trying to contact Louise to inquire if she was still willing to do this on a quarterly basis for a fee.

There were no bills presented for payment.

**Old Business:**

Doug reported on the short term rental impact study he conducted. The study included average daily use for five full time homeowners (4+ people in the home) vs. five short term rentals beginning November 1<sup>st</sup> and concluding on February 1<sup>st</sup>. As no outside watering takes place during this time period, the water consumption all goes through the sewer. Doug calculated that the average full time residence uses 111 gallons per day and the average short term rental uses 248 gallons per day. These daily averages are spread out over the entire study period even though the short term rentals have an abundance of days with no water use. Cynthia will present the findings to Jeff Driscoll to advise on moving forward with a rate adjustment for rental properties.

**New Business:**

Cynthia reported that the replat has been recorded with the county. The access permits from CDOT have also been approved and signed copies have been distributed. The board requested that Cynthia get an appraisal of the four lots prior to putting them up for sale. The board will begin gathering cost estimates for the maintenance building construction over the winter so the project can commence in the spring.

There were no whole house water filtration rebate applications to review this month.

Bill reported there were no new well permit applications.

**Other Business:**

Steve reported that the POA hasn't had their meeting yet this month.

There being no other business, Steve adjourned the meeting at 8:40pm.

Respectfully submitted,

Cynthia Purcell  
District Manager