

**San Juan River Village Metropolitan District**  
**Regular Monthly Meeting Minutes**  
October 8, 2020

The meeting was called to order at 6:30 pm by Steve Wilkins, via GoToMeeting video conference. The directors present were Carrie Wienckowski, Addi Greer and Doug Hampton. Homeowners, Lisa Baker, Logan Hart, and Bonnie Weathers, were also present. David McRee, Maintenance Operator, was also present. Cynthia Purcell, District Manager, took minutes.

Addi moved to approve the minutes from September 10, 2020. Steve seconded and the motion carried.

**Maintenance Building Construction Update:** Steve gave a brief update on the progress of the maintenance building construction. He reported that the exterior has been completed and they were working on the interior painting and trim work. He suggested planting native grasses this fall in the disturbed area around the building to inhibit weed growth in the spring. Carrie moved to purchase grass seed and mulch to be spread this fall. Steve seconded and the motion carried. Cynthia reported that the construction project is still within the budget with the progress made this past month.

**WEP River Project Proposal Update:** On hold until the lawsuit is resolved.

**Maintenance Operator's Report:**

**Road Department Report:** David reported that the hydraulics is leaking on the backhoe. They are waiting for Century to come out and repair it. Tim found six used tubs for sale in Albuquerque to hold the dust abatement product. He will pick them up this fall. The water truck is torn apart right now as they are working to modify it to be able to spread the dust abatement product next spring. Steve reported that several people along Harman Ave. had requested that dust abatement be applied now due to all the construction traffic. This will not be possible. The board also discussed the possibility of closing Steep Street permanently. As there was mixed opinions, the board would like to get public input from the neighbors that would be affected by this decision. This will remain on the agenda and the board will revisit this issue in the spring.

**Water Department Report:** The water usage was reviewed for September – 593,350 gallons. David reported there were no abnormal problems.

**Sewer Department Report:** David reported that they are working on the chlorination/de-chlorination disinfection process and monitoring the cost for budget purposes next year.

**Parks & Recreation Report:** David reported that they are still waiting for the aerator pump parts to arrive. They are also still doing slash cleanup from the felled trees within the Little Beaver right-of-way as time allows. Carrie reported that there is a gas smell by the culvert on Swiss Village. The gas company has been out and no gas was detected. The fire department ran water through it as well even though there is only about 2" of clearance. David will investigate and try to open it back up.

**Public Comment Period:** Logan Hart addressed the board. He reported that CDOT was going to be running fiber optics up to the chain station on Hwy 160. He asked if Metro could make some calls to see if it would be possible to add a junction box at SJRV. Centurylink may be interested in upgrading this area and Metro could offer easement access? Cynthia will investigate this idea and make some calls.

**Rate Study Review & Consideration of Rate Increases:**

The board reviewed and discussed the rate study performed by Steve Omer, Plummer Engineering. Steve suggested adopting the new rate structure laid out in this report with the exception of leaving the highest water tier rate at \$32.50. He was also favorable to implementing a peak usage fee for usage  $\geq$  750 gallons/day. Carrie suggested there were other ways to approach evaluating rates and was not favorable to this idea. Steve moved to adopt the rate structure suggested by Steve Omer in the rate study report, leaving the highest water tier rate at \$32.50 and implementing a peak usage fee of \$15.00 for water use = 750 gallons/day + \$2.00/100 gallons over 750 gallons. Doug seconded the motion. Steve, Doug & Addi were in favor; Carrie abstained. The motion carried. Cynthia will discuss the billing cycle with Lisa to see if it is possible to bill from the 1<sup>st</sup> of the month to the last day of the month vs. the

15<sup>th</sup> through the 15<sup>th</sup>. The new rates will go into effect in January. Cynthia will draft a letter to homeowners explaining the new rate structure.

**Administrative Report:**

The District is in compliance. An amended budget will need to be filed before the end of the year due to the increased cost of the maintenance building beyond what was budgeted. The total expenses for the year will also warrant an audit. Cynthia is still trying to find an auditor to complete this, as Mike no longer performs this service.

Cynthia presented the first draft of the 2021 budget. The board discussed and reviewed the capital projects and made suggestions for revision. The board will review the budget again next month.

Twenty- Six delinquencies totaling \$8,324.64 were noted.

**Treasurer's Report:**

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund for September, 2020. Steve moved to accept the financials. Addi seconded and the motion carried. There were no bills presented for payment.

**Old Business:**

N/A

**New Business:**

The board reviewed a revised draft lease agreement with the POA for use of the meeting room/office in the new building, as well as the Aspen Pond Pavillion. Steve moved to approve the draft lease and send it to the POA for input. Doug seconded and the motion carried. Cynthia reported that there has only been one inquiry for the lots for sale. Steve volunteered to add a listing to Zillow.

There were no new whole house water filtration rebate applications.

Cynthia reported that Bill had no new inquiries for well permits this month.

**Other Business:**

Cynthia reported that the employee evaluations for Tim and David have been completed, but not delivered to them yet. She would like to get board input first. Steve volunteered to perform Cynthia's employee evaluation this year.

Steve reported that the Gundelach's are offering an easement for ditch maintenance on their property. He will be working with them to acquire the easement as their property is set to close soon. Steve also inquired about Metro water rights. Cynthia reported that Metro has water rights on the Harman Ditch along with the Weber's. The access is shared. Tim maintains the access and Andy Weber is allowed to hook up to Metro's water.

There being no other business, Steve adjourned the meeting at 9:14pm.

Respectfully submitted,

Cynthia Purcell  
District Manager