

**San Juan River Village Metropolitan District**  
**Regular Monthly Meeting Minutes**  
May 9, 2024

The meeting was called to order at 6:01 pm by Rick Moore, Vice-President. The directors present were Doug Hampton and Addi Greer. David McRee, Maintenance Operator, was also present. Cynthia Purcell, District Manager, took minutes.

Doug moved to approve the minutes from March 14, 2024. Addi seconded and the motion carried.

**Maintenance Operator's Report:**

**Road Department Report:** David reported that he has been filling potholes and applying a slurry of the dust abatement product to help seal them. The next dust abatement application will take place right after Memorial Day. The board discussed how to improve the application of the product, ensuring a thick, even coat. David explained that the pump is in the front of the truck which accounts for uneven distribution when it is being applied on a steep uphill climb. These stretches will be applied in two downhill runs instead. The third application will take place somewhere around the 4<sup>th</sup> of July, weather permitting. The next two applications will only be applied to the main roads, no cul-de-sacs. Doug requested that the board develop a dust abatement plan for next year which maps out which roads will receive the treatment. Less travelled roads and cul-de-sacs may not be sprayed. The board will discuss this at next month's meeting. A flyer was posted at the mailbox kiosks about the part-time summer helper position. We are having difficulty finding someone.

**Water Department Report:** The water usage was reviewed for April – 309,570 gallons. \$467.40 was billed for surcharge fees for daily water use over 750 gallons. David reported that he and his dad installed the PRV on Harman Ave. yesterday. They did hit a phone line that wasn't marked so the hole is still open and barricaded. David will start backfilling it and leave a small opening for the phone company to repair their line. The manhole sits a little higher than anticipated (about 4" above grade) so more material will be used to backfill and slope around it. The pressure has been set to 60psi. David has poured the new foundation for the water tank electronics shed. He will set the shed and work on moving the electronics in this summer. As the manganese levels have tested high in the wells, Steve Omer is developing a proposal for a pretreatment option in order to get the third well approved by the state for operation. Cynthia will distribute the proposal once received.

**Sewer Department Report:** David reported that the odor control remedy on the Little Beaver lift station was installed. The aerator pump will be installed and a rebuild kit was purchased. This is the same pump that is currently being used in the upper pond. Then there will be a spare that is interchangeable.

**Parks & Recreation Report:** The upper pond aerator pump was replaced. AquaShade was purchased and will be applied to the upper pond to inhibit plant and algae growth.

**Public Comment Period:** None

**Administrative Report:**

The District is in compliance. Cynthia reported that the Consumer Confidence Report (CCR) was posted online and a link was noticed on the last bill for customers to review it. The Department of Justice just passed a new law which will mandate all Title II entities to meet new ADA (American Disability Act) requirements for website accessibility. They are allowing 3 years to become compliant for local governments that serve less than 50,000 customers. Cynthia applied for and received a grant for software licenses that scan current documents posted online to check for compliance. Cynthia will begin working on bringing the website into compliance. She will also work with SunDee to help the POA become compliant as well (since it is a shared site). Cynthia will be applying for a safety grant to pay for the jersey barriers that were purchased (approximately \$1,000

The board reviewed the red-lined lease agreement to install a cell tower on Metro property. Vertical Bridge agreed to pay \$5,000 for the option period instead of the \$1,000 in the current version. Rick

moved to submit the revised agreement to Vertical Bridge for consideration. Doug seconded and the motion carried.

Cynthia reported that Louise has officially taken over the bookkeeper position as of May 1, 2024. She took over the payroll as of January and is working on transitioning the QuickBooks desktop subscription to the online version. This will cost \$168 more per year, but will allow her to add a secure login for Cynthia to access the books and the files will be stored in the cloud. SunDee has been hired to collect the mail, check the new dropbox, and make bank deposits starting in May.

Twelve delinquencies totaling \$3,757.66 were noted in April.

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

Cynthia reported on the P&L's, Balance Sheet, General Fund, Sewer Fund, and Water Fund for April, 2024. Louise has made some improvements to the reports to allow for easier tracking of expenditures that are made using the debit card. Rick moved to accept the financials. Doug seconded and the motion carried. There were no bills presented for payment.

#### **Old Business:**

The board discussed the possibility of cancelling its HUTF agreement with Archuleta County and making the roads private within the neighborhood. The HUTF agreement mandates that no speed bumps can be installed on county roads. If the roads were made private, the speed bumps could be used. Rick was concerned about liability if the HUTF agreement was cancelled and requested that Cynthia look into the implications of this. Investigating how other neighborhoods (in NM) that have speedbumps and possibly petitioning the AC Commissioners to allow them were discussed. This item was tabled to be discussed when all board members could be present.

#### **New Business:**

There were no new whole house water filtration rebate applications submitted this month.

There were no well permit inquiries from Bill Wittwer.

#### **Other Business:**

The POA meets later this month.

There being no other business, Rick adjourned the meeting at 7:18 pm.

Respectfully submitted,

Cynthia Purcell  
District Manager