

DURANGO WEST METROPOLITAN DISTRICT #2
MINUTES FOR THE REGULAR MEETING
November 16, 2022

- I. Call to Order
President Carly Thomson called the meeting to order at 5:00 p.m. Other Board Members present were Directors Beverly Lawrence, Derek Ryter and Wayne Schrader. Also present: Jane Looney, District Manager; Fred Owen and Stacie Tucker, District Accountants and Dave Marsa, Water/Wastewater Operator. This meeting was conducted via phone conference call due to an increase in COVID-19.
- II. Approve Minutes - the minutes of the October 19, 2022 Regular Meeting were presented for approval. Beverly made a motion to approve the minutes as presented. Wayne seconded the motion. Motion passed.
- III. Public Comments/Questions – no residents attended.
- IV. Administration
 - A. Financials
 1. The accounts receivable list for October 2022 was presented. The Board approved charging an 18% penalty fee on the overdue account #802060.
 2. Accounts payable were presented for approval. Wayne made a motion to approve the accounts payable. Beverly seconded. Motion was approved.
 3. Financials – Financial statements ending October 31, 2022 were presented.
 4. Adopt 2023 Budget – Beverly made a motion to adopt Budget Resolutions 2022-05 and Resolution 2022-06 as presented. Wayne seconded. Motion passed. The 2023 Budget was adopted.
 - B. Water & Wastewater Operations
 1. Water and Sewer Operations Report – Dave reported that well production is dropping off and he had to reset well 8. We received a Public Notice from Lake Durango regarding a state violation for not having a qualified operator. The State Compliance person confirmed that as it was not a health violation, the purchasing entity (DW2) did not have to notify its consumers.
 2. Wastewater Operations Report – Dave said he has not ordered the blower motor for cell 1 yet and doesn't know how long it will take to get in. The IGA committee met on October 27th. Dave agreed to do a sludge report in spring 2023. DW1 was fine with the wastewater 2023 Budget and keeping the same \$28 allocation as 2022. Janet reported that DW1 would have two less taps contributing to the wastewater fund in 2023.
 - C. Roads and Open Space
 1. Road Update – Street sweeping, scheduled for this week, was pushed back due to the snow staying around this week.
 2. Open Space Update – Jane presented the quote from Blooming Landscape and Design for entrance landscape improvements. We can wait on the drainage improvement until we get more information which means the revised estimate to

approve is \$5955. Beverly made a motion to approve Blooming's Quote 2 for work next spring minus the amount for drainage improvement issues. Wayne seconded. The motion passed.

V. Business

1. Review Audit Engagement Letter 2022-24 – the proposed rate went up. Stacie will pursue another auditor who she believes charges less. The board said to hold off on signing the agreement until the district hears back in the next few weeks. Beverly motioned to approve the engagement letter if the district doesn't receive a lower proposal. Wayne seconded the motion. The motion carried.
2. Review Draft ROW Policy Statement – Beverly would like to look at policies from other districts. The item was tabled until January.
3. Hutchison Easement - Shaw Solar continues to work with Hutchison to acquire the necessary LPEA easement. Bud Smith met with the Hutchison's attorney to present the easement/boundary adjustment last week. Their attorney then presented the proposal to his client. We have not heard back on this. The board supported Bud telling the attorney that a next step would be to pursue condemnation. The Board further agreed that the solar company would need to incur any costs involved with the process.
4. Terlun Drive Electricity – the board received a quote to for a single-phase pump, motor and installation for the Terlun Drive resident's well in exchange for the used three phase pump currently in their well. This will allow the owner to utilize their existing conduit from the well to their building site, and to tie into their own single phase electrical service. It will eliminate the need for the district to sell three phase electricity to the owner through a submeter to operate their well. Wayne motioned to authorize Bud to make an offer on behalf of the district to provide a new water pump and installation in exchange for the existing pump. Beverly seconded. Motion passed.
5. Other District Correspondence – another resident asking for assistance with locating their water curb stop. When she found it, the shut off was six feet down in the middle of her driveway and filled with rocks.
6. Newsletter Discussion and Items – as the price of paper/envelopes has gone up and our local printer has gone out of business, the Board discussed whether this would be a good time to move to an electronic newsletter. They decided to do so and make the announcement in the December newsletter.

VI. Adjournment

The meeting was adjourned at 6:08 p.m.

Jane Looney, District Manager / Secretary