

DURANGO WEST METROPOLITAN DISTRICT #2
MINUTES FOR THE REGULAR MEETING
April 19, 2017

- I. Call to Order
President Ward Holmes called the meeting to order at 7:00 p.m. Other Board Members present were Directors Dave Crom, Beverly Lawrence and Ray Schmutde. Director Micah Looney was absent. Also present: Jane Looney, District Manager; Tyler Whitt, Water and Wastewater Operator and Fred Owen, District Accountant; and three residents.

- II. The minutes of the March 15, 2017 Regular Meeting were presented for approval. Dave made a motion to accept the minutes as presented. Beverly seconded the motion. Motion carried.

- III. Administration
 - A. Financials
 1. Jane presented the accounts receivable list. Account # 802060 has paid \$1600 and said would pay the rest (\$421.70) in May. The Board said we should still collect for Attorney and filing fees.
 2. Accounts payable were presented for approval. Board Action: Dave motioned to approve. Beverly seconded the motion. Motion carried. Ray asked Tyler: what is a stream study which is included in Tyler's monthly invoice. Tyler said that it's documenting what the wastewater does when leaves lagoons and where stops flowing which is generally 1-1.5 miles down Highway 160 (less than halfway to Lightner Creek).
 3. Financial statements ending March 31, 2017 were presented. We have about \$400,000 in Wastewater account.
 4. Review Bank Loan RFPs and Approve Lending Institution: Bud put out RFP and we received responses from Alpine Bank, NBH, and Bank of Colorado. NBH has a fixed rate, no origination fees, and is a 15 year loan. Bank of Colorado is just getting started in municipal funding. Ward recommended the NBH Bank proposal. Dave moved that the NBH recommendation be approved and we proceed immediately. Beverly seconded the motion. Motion passed. Jane and Bud will proceed with securing loan and locking in rate.

 - B. Water & Wastewater Operations
 1. Water Operations Report: The Board said to go ahead with the request from U.S. Geological Survey to conduct a water sampling of wells. Tyler reported that 1.2 million gallons went into pond. An undercut under the spillway was discovered as water came through into the drainage area, the culvert and into the greenbelt trail below. Tyler suggested that an engineer look at it. Tyler said that he is now defining the pond as full 1.5 feet lower than previously.

 2. Wastewater Report: Cell 3 will finally get done May 1st. Then will start pumping Cell 1 out which Tyler estimates would take about a month. Tyler recommends buying a pump that operates 8 hours as

opposed to him checking in every 2 hours. Dave moved we buy it and Beverly seconded. Motion passed.

3. Review Meeting with Durango West 1 Board representatives – Ray, Ward and Jane met with DW1’s District Manager and two Board members regarding Wastewater Treatment plant and need for securing a loan to complete the needed improvements dictated by meeting the State’s ammonia standard. Whatever we decide is fine with DW1.
4. Cross-Connection Update –. Tom Valenta, the state coach for the Sanitation Survey, met with Tyler and Jane today. Good news: As a Community water system, we only have to do surveys of condos and ourselves. The District has only three backflow devices: two for the irrigation units at the entrance and one for the Lake Durango pump house; and should test annually. After viewing the Condos, Valenta isn’t expecting that DW2 would need to do anything further regarding cross-connection. Valenta said that DW2 needs to pass a resolution/policy or to include in our “user agreement”. Bud thought simplest to have a specific Cross Connection resolution.
5. EIAF Grant/Ammonia Variance Update and Discussion – Tyler said we are ready to begin spring work and finally get Cell 3 done.
6. Public education for lead and copper in drinking water. Tyler reported on the State’s request that we submit additional samples before the April 7 deadline. CDPHE’s Valenta clarified what the state is requiring – they want us to identify the year each house was built in subdivision. The State wants to know all houses built between 1983 and 1987 (Tier 1); homes built after 1987 (Tier 2) and all homes built before 1983 (Tier 3). Tyler asked for an extension for submitting lead samples. The good news, Tyler said, is that the State is not going to make him go into the houses under crawl space and can instead say “based on records review, we assume lead solder was used on this home.” The state will eventually like to have everyone treat water like it was surface water.

C. Roads and Trails

1. Safety Grant Update: Our Safety and Loss Prevention Grant allocation for 2017 is \$487.69. This brings the district’s balance to \$962.53. These funds can be used to reimburse up to 50% of eligible safety and loss prevention purchase. Jane reported that some of our balance was set to expire in March so she applied to get reimbursed for the emergency exit gate; and received \$1500. Our district will lose its earliest allocations if it is not used within five years.
2. Review Willow Drive Trail Easement – Jane met with homeowners Phil McClain and Ellen Turner regarding the trail easement and issues brought up by Ellen before the surveyor comes or easement approved. There is an issue regarding McClain relocating the trail last fall to closer to Turner’s house. The Board directed Jane to contact Bud and

have him send a letter to McClain to return the trail back to original location.

3. Trail and Pond Issues – Jane was notified by residents of a “creek” running down greenbelt trail. The pond was leaking under the spillway. Andrew (SGM) recommended filling in four feet on either side of spillway with clay/dirt fill to correct for some erosion and inject a concrete/grout mixture under the spillway as well as well as to build the trail back up on either side of spillway so it is the lowest point. Follow-up questions for SGM – is the marshy area related to seepage from dam and can we wait until pond recedes naturally before proceeding with fix. Tyler says nothing is catastrophic from what he can see. Dave said that we need to get Cedar Networks to come and compact area in greenbelt. Jane will follow up with them regarding mitigation, including reseeding.
4. Roads – District needs to get pothole repair estimates along with estimats to gravel emergency exit and repair Spruce Drive from water leak last fall.

D. Business

1. Capital Improvement/Assessment Scoping Meeting Update: Jane, Tyler and Dave met with Dan and Andrew from SGM. Dave asked if we could identify valves that don't work. Tyler knows of a few now and needs to identify others when he conducts the hydrant flushes.
2. Discuss and Approve Next Steps – Asset Inventory/Capital Improvement Plan: GIS study – Tyler recommended option 2 which means he would conduct most of the GIS inventory with equipment provided by SGM. Beverly moved that we proceed with inventory, option 2. Ray seconded and volunteered to help. Motion passed. Dave said thinks need to proceed on Asset inventory and repair and replacement schedule. Beverly moved that we proceed with all consultant tasks as detailed in the CIP except the rate study: Develop CIP to better inform revenue needs and capital expenditures, including: (SGM recommend prioritizing water, wastewater and streets); Conduct Asset Inventory and Repair & Replacement Schedule/Budget for 20 year planning horizon (Budget range: \$5,000 - \$7,500); Conduct a Preliminary Reserve Fund Analysis, which would analyze capital needs and projected timing of needs to inform a minimum level of reserves (Budget range: \$500 - \$1,000); Validate existing pavement assessment data and enter into Repair & Replacement Schedule/Budget (Budget range: \$500 - \$1,000). Dave seconded. Motion passed. Tyler reported that we are ready to install the SCATA system.
3. Open Burning Discussion (added to agenda): Resident asked for clarification regarding conducting an open burn on his property. Jane referred the resident to La Plata County and Durango Fire and Rescue for guidance. They told him that HOA covenants superseded them. Jane contacted Fire Marshall Karola Hanks. She said that La Plata County allows, with burn permit, a 4x4 feet burn 25 feet from any structure. This needs to be native plant material only. Additionally, they allow paper/cardboard burning in a burn barrel. She indicated that

LPC is a checkerboard regarding who allows open burning and who does not. She termed DW2 as having higher density than others. According to Hanks, some of the subdivisions prohibiting open burning are: Edgemont Ranch, Trappers Crossing, and The Ranch. Another issue she thought we'd deal with was smoke and residents' concerns. If we allowed open burning – i.e. said follow LPC's guidance, she suggested we conduct an education program. Dave would like us to get a definition "open burning". Board supported a burn ban and Jane will proceed in investigating it, including who would enforce it.

4. Water Bill Reduction Request – Account #21070: Tyler reported that the home's toilet leaked right after the meter was read so all 17,000 gallons then came on the March reading. Resident reported they fixed the leak immediately and requested Board reduce the fee. Dave motioned to reduce the charges to the base water rate. Ray seconded. Motion passed.
5. Speeding Discussion (added to Agenda): Residents Tamara Pfeifer and Kristi Sage addressed issue of speeding, particularly Oak Drive (Fir to Michael's Way). They would like to see a 15 mph in neighborhood and strictly enforced. One sign at front of neighborhood. The residents suggested placing two speed bumps be placed in strategic sunny spots as a trial on Aspen and Oak Drives. Other suggestions: put plastic kids in middle of road; signs "Kids at Play". Board members suggested in short term that residents take down the license plate number of the offender. Jane said that she's talked with the Sheriff's office and they have sent out patrols periodically when requested to monitor the speeding. She also suggested we could put "SLOW" signage on road in more spots. Tamara has lived here for two years and says speeding is definitely a problem. Beverly suggested we talk to County Sheriff to ask what they find works in other neighborhoods. Dave said we share your concern, but enforcement is the key.
6. Update from the Lake Durango Water Authority: Ward reported that the Lake is full. A lot has been done on the Lake Nighthorse pipeline project considering weather.
7. Other District Correspondence - dogs barking at 1 a.m. and quiet hours; abandoned chair in front of resident's home; pond draining and impact on trail; drainage on Spruce; water shut off valve location; open burning; recycling; water use overages – Willow and Oak; burnt out street light – 20 Aspen Drive.
8. Newsletter items: parking, AED volunteer, FireWise volunteer notice including dogs; respect for trails and homes along trails, water restrictions update. Speeding.

IV. Adjournment

The meeting was adjourned at 9:00 p.m.

Jane Looney, District Manager / Secretary