

DURANGO WEST METROPOLITAN DISTRICT #2
MINUTES FOR THE REGULAR MEETING
January 19, 2021

- I. Call to Order
Vice-President Beverly Lawrence called the meeting to order at 6:02 p.m. Other Board Members present were Directors David Cramer, Wendell Qualls and Carly Thomson. Also present: Jane Looney, District Manager; Fred Owen, District Accountant and Dave Marsa, Water and Wastewater Operator. Board member Wayne Schrader was not able to attend. This meeting was conducted via phone conference call due to COVID-19.

- II. Election of Officers - the Board discussed officers for 2021. Beverly moved to elect Carly as President. Wendell seconded. Motion passed. Carly nominated Beverly to serve as Vice-President. Wendell seconded. Motion passed. Beverly made a motion to nominate Wayne Schrader as Treasurer. Wendell seconded. Motion passed. Carly Thomson is President, Beverly Lawrence is Vice-President and Wayne Schrader is Treasurer.

- III. Resolution 2021-01 setting time and place of regular board meetings and District postings. District Meetings will be on the third Wednesday of each month at the District Mail House at 6 p.m. Due to COVID, some meetings may be held by phone conference. Beverly made a motion to adopt Resolution 2021-01. Wendell seconded the motion. Motion carried.

- IV. The minutes of the November 18, 2020 Regular Meeting were presented for approval. Beverly made a motion to approve the minutes. Wendell seconded the motion. Motion passed.

- V. Administration
 - A. Financials
 1. Jane presented the accounts receivable list for November and December 2020. Overdue account 10590 said they would drop check off today. Account 20600 was overdue because of a renter. The account has since been paid. Account 802060 paid large overdue amount last month.
 2. Accounts payable were presented for approval. Board Action: Beverly motioned to approve. Wendell seconded the motion. Motion carried.
 3. Financials – Financial statements ending December 31, 2020 were presented. Fred said, we are looking good for end of year 2020 as we collected 104% of revenues and spent 89%. All funds finished below budget.

 - B. Water & Wastewater Operations
 1. Water Operations Report – Dave reported that the water tank is half full so is letting it go down before testing for TTHM. A snowplow hit the manhole on Willow Drive and it needs to be replaced. Leeder is confident that they got all of the broken pieces out of the hole before putting on a temporary manhole lid. This manhole is the main collection point for the top half of the subdivision. Dave said that this manhole is 20 feet deep

and has issues including being inaccessible. It needs to be rebuilt. Dave thinks this would cost \$25,000 as Leeder said that excavation alone would be \$10,000. This needs to be corrected before we do any road paving/improvement to Willow Drive. The Board would like to get an estimate from an engineer such as Russell or SGM to design and complete this project.

2. Wastewater Operations Report – Erosion around the main sewer pipe between WWTP and Highway 160 was repaired. Dave thought Leeder did a good job and expanded the gravel road at the top of the WWTP.

C. Roads and Open Space

1. Open Space and Trails Update – the board discussed a resident’s suggestion to have trash/recycling at the mail building. Board members said there were several issues including where to put it so was out of way but not outside; running the risk that people put other things in there or the cans piling up; maintenance; and preferring to continue to keeping things simple. The Board opposed the idea.
2. Road and Street Sweeping Update – Jane shared compliments from residents of the snow removal efforts – particularly of the new front loader work on cul de sacs. The street coring took place last week.

IV. Business

1. Water Overage Reduction Request – Beverly made a motion to approve the water overage adjustment for the Oak Drive resident which was agreed to via email in December. Wendell seconded. The motion passed.
2. Review/Approve Audit Engagement Letter – We have a three-year contract – this is the second year. Beverly made a motion to accept the Engagement Letter. Wendell seconded. Motion was approved.
3. Review/Sign Fred Owens & Associates contract – Beverly made a motion to accept contract for services. Wendell seconded. Motion was approved.
4. Review Letter to Resident re: Meter: the Board reviewed the letter and said to have Bud go ahead in sending it but send it via certified letter. Board wants to revisit issue before possible further action this summer.
5. Lake Durango Update: Ward Holmes is still representing DW2.
6. Other District Correspondence: Jane had three street sweeping questions however there were lots on Facebook per Carly; water questions – radon and hardness, etc.; want to confirm our covenants; whether vacation rentals are allowed.
7. Newsletter items – new board member needed.

- IV. Adjournment – Beverly motioned to adjourn meeting. Wendell seconded. The meeting was adjourned at 7:02 p.m.

Jane Looney, District Manager / Secretary