

DURANGO WEST METROPOLITAN DISTRICT #2
MINUTES FOR THE REGULAR MEETING
November 20, 2019

- I. Call to Order
President Beverly Lawrence called the meeting to order at 6:07 p.m. Other Board Members present were Directors Dave Crom, Wayne Schrader, and Carly Thomson. Also present: Jane Looney, District Manager; Tyler Whitt, Water Operator; Dave Marsa, Wastewater Operator and Fred Owen, District Accountant. No residents attended. Wendell Qualls was excused.

- II. The minutes of the October 16, 2019 Regular Meeting were presented for approval. Wayne made a motion to accept the minutes as amended. Dave seconded the motion. Motion passed.

- III. Administration
 - A. Financials
 1. Jane presented the accounts receivable list for October.
 2. Accounts payable were presented for approval. Board Action: Dave Crom motioned to approve. Wayne seconded the motion. Motion carried.
 3. Financials – Financial statements ending October 31, 2019 were presented. Fred reported that the general fund is going to go over budget, primarily due to snowplowing last winter/spring. Fred will prepare a supplemental budget appropriation in January. Jane submitted a safety grant and received a check for \$772 from our insurance company.
 4. 2020 Budget Adoption – Dave Crom motioned to adopt the 2020 Budget. Wayne seconded. The motion passed.
 - B. Water & Wastewater Operations
 1. Water Operations Report: Tyler reported no issues with well production. LPEA needs to replace the electric meter and said we should replace the base at the same time. Tyler said that the LDWA booster pump is making noise and at the end of its life cycle. We have a backup he can install. He will order one in January to replace the backup which he estimates to be in the \$1200 to \$1500 range. Tyler reported that one lead sample came back unusually high which indicates an issue with the residence itself. Tyler will connect with that resident (266 Cedar Drive).
 2. Meter Upgrade Report: Tyler reported that there are just three meters left to be replaced. He is working with the Willow Drive resident and made it clear that it is the resident's responsibility to buy the meter and transmitter that work with our system.
 3. Wastewater Report: Dave Marsa said that the high ammonia level issues are due to aeration. He has talked with Lemna and Southwest about fixing everything. Lemna does not have a problem with that. Beverly asked Jane to check into extending our warranty due to problems with aeration system. Installing our VFDs the end of the month will help reduce any future problems as it will flag the issue and call out immediately to Dave Marsa.

C. Roads and Open Space

1. Open Space and Trails Update – the Board discussed the proposal for disc golf and residents’ concerns as well as pros and cons. They asked Jane to consult with Bud. A bench by the pond was vandalized as it was pushed down the bank to side of the pond. Our contractor said he needed to wait until the bank and trail area dried up so he could pull the bench (heavy in a concrete base) up with his truck.
2. Street Sweeping Update - Jane tried another company for sweeping to save money. It did not go well. She then contacted our regular contractor.

D. Business

1. Review Audit Engagement Letter – our current firm increased their annual rate to \$10,000 which would be good for the next three years. Jane contacted an auditing firm recommended by SDA. That firm will have a proposal by next week. If it is not significantly less, the Board decided to stay with the current firm; though will wait until the January board meeting to sign the engagement letter.
2. Review Operator Contract – the Board discussed the contract with Dave Marsa which he referred to as an agreement. Dave Crom motioned to accept the agreement, subject to Bud’s review and revisions. Carly seconded. Motion was approved.
3. Review and Adopt Open Records Resolution 2019-07 - Carly motioned to pass the resolution. Wayne seconded. The resolution was adopted.
4. Lake Durango Water update – Wayne got their budget and is reviewing it.
5. Other District Correspondence: received a variety of emails from residents – many requests regarded issues the district is not responsible for. The Board suggested putting an item in the newsletter educating residents about the specific scope of district roles and responsibilities. Also, the board responded to the resident email about private property fire mitigation help instead of the street sweeping. Beverly said to remind them sweeping is done to ensure proper functioning of our gutter and drainage systems which helps to protect our roads.
6. Newsletter items: new rate reminder; dogs on leash - violent; budget adoption.

IV. Adjournment

The meeting was adjourned at 8:35 p.m.

Jane Looney, District Manager / Secretary