
RECORD OF PROCEEDINGS

Minutes of the Regular Meeting Of the Board of Directors Catamount Metropolitan District February 11, 2019

A Regular Meeting of the Board of Directors of the Catamount Metropolitan District, Routt County, Colorado, was held February 11, 2019 at 3:00 p.m., at the Catamount Metro Ranch Shop, 34035 East Highway 40, Steamboat Springs, Routt County, Colorado, in accordance with the applicable statutes of the State of Colorado.

Attendance The following Directors were present and acting:

- John Holloway
- Donna Kerr (by Telephone)
- Darlinda Baldinger
- Eric Wilson (By Telephone)
- Suzanne Turner (By Telephone)

Also in attendance were public and staff personnel:

- Bruce Albright
- Todd Cooper
- Eric Weaver, Marchetti & Weaver, LLC (By Telephone)
- Joel Anderson, District Manager (By Telephone)
- Kevin Collier, District Assistant Manager
- Cheri Curtis, Marchetti & Weaver, LLC (By Telephone)

**Call to
Order**

The Regular Meeting of the Board of Directors of Catamount Metropolitan District was called to order by Director Holloway on February 11, 2019 at 3:05 p.m. noting a quorum was present.

**Changes to the
Agenda**

Insurance premiums was added to the agenda.

Minutes

The Board reviewed the minutes of the October 8, 2018 Regular Meeting. Upon motion duly made and seconded it was

RESOLVED to approve the October 8, 2018 Regular Meeting minutes as amended.

Posting Notice

Resolution

The Posting Notice Resolution designates the District office as the 24-hour posting notice location. The other locations are light posts and the Club. By motion duly made and seconded it was unanimously

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RESOLVED to approve the District office as the 24-Hour Posting location.

2019 Meeting

Calendar The 2019 meeting calendar was presented. By motion duly made and seconded it was unanimously

RESOLVED to approve the 2019 meeting calendar as presented.

Operation Matters

Mainline Break – Mr. Anderson provided information on the mainline breaks on January 2 and 3, 2019. The initial break was the result of a 10"x8" reducing fitting that became detached. The second break was the isolation valve closest to the initial break, gave way. Although not the cause, the freezing temperatures may have contributed to the breaks. Duckels Construction and Native Excavation worked with staff to make the necessary repairs. The water lines were recharged by 9:00 p.m. on January 3, 2019. A boil water advisory was in place after the initial break. There was damage to Cottage lots 15 and 16.

No invoices have been received to date so currently there is no estimate of the costs to repair the mainline, which is the responsibility of the District. The homes that were damaged will be covered by the District's insurance. There is a \$10,000 exposure to the District. The District does have government immunity. Director Turner clarified the insurance claims procedure and that the damages were the result of the fittings failing.

Director Kerr questioned the possibility of future breaks. Mr. Anderson explained with the age of the District's infrastructure, future breaks are expected. Pipe and fittings taken from inventory were all replaced.

The Board acknowledged the great efforts by staff and contractors.

Lake Excavation – Extensive reports were provided by Bishop-Brogden Associates. Dredge America will only visit onsite if the District budgets a minimum of \$1M. A large-scale project would cost the District millions of dollars and the Board agreed to not proceed.

Mr. Anderson met with Native Excavation at the Frazil Channel to discuss ways to remove the silt near the Channel. One option would be to construct a structure to capture the silt as it flows into the Lake. Staff is challenged finding a location for the material removed. Western Bionomics is available to flag the wetlands. If the District proceeds, the project will require permitting.

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The District has budgeted \$15,000 in 2019 for the lake excavation project.

The Board asked Mr. Anderson to move forward with finding a location for the silt and have the wetlands delineated.

Christmas Decorations at Ranch and Lake Entrances – Brad Price has discussed the landscaping at the Ranch and Lake entrances, which could include Holiday decorations at both entrances. The Club is willing to contribute funds for landscaping and decorations at both entrances but they are not able to fund the entire project.

Director Kerr suggested the Club contact CROA to help fund the Christmas Decorations. The Board discussed having funding provided by the Club, CROA and the District with the Club taking responsibility for the decorations. Mr. Anderson reminded the Board the District pays the electric bills at both entrances.

Well 1B – All testing and reports have been completed. The engineer is preparing the submittal for the State's approval on the new well. Additional testing will be required. Staff is anxious to have two working wells at that location.

Ranch Tank Project Update – Mr. Anderson noted upgrades of the hatches and vents were required. The upgrades, installation of the temporary tank, fire hydrant and painting of the tank have been submitted to the Colorado Department of Public Health and Environment. The interior painting is planned for the fall when the water usage declines.

Dam Maintenance Plan – AECOM was onsite to develop a future maintenance plan. A 6' lift is recommended on the spillway for the deteriorated area of the existing rebar.

A crack was noted at the outlet, which could be nothing more than a weld. Divers will continue to inspect the dam every five years to check that area. When the dive team is onsite again, plans for additional work was noted in the report. Mr. Anderson stated the Board does not need to take any action on the report.

Annual inspections will continue on the dam to check for safety concerns. It might be possible to reduce the budget down from the \$20,000 currently budgeted annually. Some of those funds could be placed into reserve for future projects such as the spillway area. Mr. Collier reported where there is new concrete, they are seeing erosion of the old concrete in those areas.

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Third Full-Time Employee – Mr. Anderson reported with the water main break, required courses, and other requirements, the State Engineer suggested the District consider a third employee to make sure there is adequate coverage at all times.

The cost of an additional employee is estimated to be approximately \$50,000 with an additional \$20,000 estimated for benefits. The District is currently subcontracting projects that could be done inhouse with a third employee. Mr. Weaver noted the District came in under budget mostly due to projects not being completed. Mr. Anderson expanded on projects that staff was not able to complete, including maintenance on fire hydrants, signs, etc. Timing and requirements for an additional employee were discussed. The Board agreed to discuss hiring a third employee during the 2020 budget process.

Financial Matters

December 31, 2018 Financial Statement – Mr. Weaver reported the outstanding 2009 bonds are at a fixed rate but are scheduled to reset on April 1, 2019. As of last week the rate would be 3.92% (currently 4.25%). Everyone agreed that the rate does seem a bit high given the short remaining duration of the bonds, but that doing a refinancing of the debt would not be cost effective. The Board asked Mr. Weaver to request that Vectra Bank lower the rate further, but agreed it is better to lock in the rate now instead of allowing it to adjust until April 1st.

Mr. Weaver reported the District came in favorable to budget and forecast for 2018. The audit fieldwork has been complete. By motion duly made and seconded it was unanimously

RESOLVED to approve the financials as presented.

Accounts Payables and Receivable – The accounts payable and accounts receivable lists through February 11, 2019 were reviewed. A portion of the scoria invoice will be re-allocated to snowplowing. By motion duly made and seconded it was unanimously

RESOLVED to approve the accounts payable and receivable lists as presented.

Other Business

Insurance Premium - Staff feels the Colorado Special District Property and Liability pool offers the best option for the District. The Board will look at the deductible options at the May 13, 2019 meeting.

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Adjournment

By motion duly made and seconded it was unanimously

RESOLVED to adjourn the Regular Meeting of the Catamount Metropolitan District Board of Directors this 11th day of February, 2019.

Respectfully submitted,



Cheri Curtis
Secretary for meeting