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# RECORD OF PROCEEDINGS

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## Minutes of the Regular Meeting Of the Board of Directors Catamount Metropolitan District May 8, 2017

A Regular Meeting of the Board of Directors of the Catamount Metropolitan District, Routt County, Colorado, was held May 8, 2017 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
- Darlinda Baldinger
- Suzanne Turner (By Telephone)
- Donna Kerr (By Telephone)

The following Directors was absent and excused:

- Eric Wilson

Also in attendance were public and staff personnel:

- Gary Nelson – Ranch Lot 19
- Bruce Allbright
- Brad Price, Catamount Club
- Eric Weaver, Marchetti & Weaver, LLC (By Telephone)
- Cheri Curtis, Marchetti & Weaver, LLC
- Joel Anderson, District Manager
- Kevin Collier, Assistant District Manager

**Call to  
Order**

The Regular Meeting of the Board of Directors of Catamount Metropolitan District was called to order by Director Holloway on May 8, 2017 at 3:00 p.m. noting a quorum was present.

**Changes to the  
Agenda**

The fence adjacent to the golf course was moved up under the gate discussion to accommodate those in attendance.

**Minutes**

The Board reviewed the minutes of the February 6, 2017 Special Meeting. Upon motion duly made and seconded it was

**RESOLVED** to approve the February 6, 2017 Special Meeting minutes as presented.

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Director Holloway was not in attendance at the February meeting and abstained from voting.

### **Operation Matters**

**Ranch Gate Request** – Several Ranch owners have recently brought up concerns with the slope of the road leading to the gate proposed above the Club House. The area prior to Barber Trail on Catamount Drive was discussed as a more suitable location. The District owns land at this location. There are concerns with how installing a gate to enter the Catamount Ranch properties could affect access to the golf course. Funding was also questioned. A third location was discussed on a flat area above the Club. Mr. Collier reminded the Board there needs to be a turn-around area for vehicles.

Mr. Anderson confirmed the County approval of the gate would only need to go through the building permit process.

Gary Nelson distributed copies of his letter that was included in the Board packets. Mr. Nelson believes the District should be the approving party, not the Club or property owners. Mr. Nelson believes the proposed location is a security hazard and not in a desirable location. Not all Ranch homeowners are in favor of gate. After discussion Mr. Nelson stated he was still opposed to gate, however, would be receptive to an alternative location.

The Club is neither in support of or against the gate. It would be preferable to leave the gates open during the day throughout the golf season.

Chris Roche provided a sketch of the proposed gate to Mr. Anderson that was displayed. Ms. Roche would also prefer the location of the gate to be below the original proposed location.

Proponents were not in attendance at the meeting and Mr. Anderson suggested getting input from them on an alternative location. Currently the Dacus' are the only known party interested in the installation of a gate and funding the costs. Mr. Anderson will contact the Dacus' to receive input on the proposed alternative location.

**Fencing Along Golf Hole #2** – Mr. Anderson proposed installing a fence adjacent to the Golf Course Hole #2 to allow cattle grazing in that area. The fence would include both wire and wood fencing materials. Wood materials would be used where the fence would be visible from the golf course. Dennis Kuntz has a lease on the property adjacent to the proposed fence location and has

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offered to provide equipment for the installation of the fence. Mr. Anderson will obtain proposals for fencing with possible cost saving measures. The Board discussed possible future cost sharing with the Club if wood is used for all or a larger portion of the fence.

Director Turner questioned whether the Kuntz lease amount would be increased. Mr. Anderson stated it would not because the equipment is being supplied by Mr. Kuntz. Labor will be supplied by the golf course and District staff. Director Kerr clarified the project would be a 50/50 split or approximately \$5,000 for each entity. Mr. Anderson will obtain a better estimate and provide it to the Board and the Club.

**Road Overlay Bids** – There were two bids received for the overlay project; one from United Construction and one from Elam Construction. Mr. Anderson needs to confirm the overlay on Lakeshore Trail will be completed to an area past the dumpsters. There were questions on whether to pave Danver's Trail in 2017 with possible building of homes on that road in 2018. Director Baldinger suggested making the road passable until after construction when the road could then be completed. The other option is to improve the road and any damage would be the responsibility of the property owners. The Elam proposal is for \$138,361 and the proposal from United is for \$147,384

It would be desirable to complete the overlay prior to July 1, 2017. The Cabins Association is completing a project and it would be preferable to have that project completed prior to the road overlay.

Mr. Anderson will confirm the overlay proposals include Danvers Trail and the cabin driveways, along with obtaining a proposed schedule from Elam Construction. The Board agreed to accept Elam's bid, subject to clarification by Mr. Anderson.

**County Road 18C** – The County is considering vacating County Road 18C and if the road is not vacated making it a minimal maintenance road. Mr. Albright expressed the need to have the road maintained. If the road is vacated, the gate will be moved and the new gate would be funded by the owners of Green Creek Ranch.

The new Yampa Valley Land Trust Director has taken the position the Rehder Ranch will remain a wildlife preserve and visitors are by invitation or appointment only. The Board is supportive of establishing a Maintenance Agreement with the Green Creek Ranch for County Road 18C if the County

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vacates the road with Trout 123 paying twenty-five percent of the costs and the District paying seventy-five percent of the costs.

**Amending Service Plan** –The proposed changes to amend the Service Plan were included in the Board packet. Discussion on amending the Service Plan was tabled until a decision is reached on the Ranch Gate.

**Other Issues** – Mr. Albright stated dog owners are walking dogs around the lake and leaving dog pick-up bags scattered. The Club provides a pet pick-up station during the winter months but not during the summer. The Board discussed having a pet pick-up station during the summer months. It was also discussed changing the gate codes more often.

**Amending Water Rules & Regulations** – Mr. Anderson provided updated Rules and Regulations to include the meter pits with recommended changes for any new home construction. Mr. Anderson explained the benefit of installing a meter pit at the location of the tap for any construction over one-hundred feet from the mainline to the house.

**Electric Service to Water Storage Tanks** – Yampa Valley Electric Association increased construction rates by 18% for 2017 pushing the project to provide electric service to the water storage tanks over budget. Mr. Anderson reported Midwest Electric will provide a proposal to run an electric line to the tanks for hopefully a lower cost. The downfall of using Midwest Electric is the District will own the electric lines.

**GIS Proposal** – The GIS system is working better and staff is pushing to move more operations to electronic. Staff has experiencing issues with the current provider's software. Mr. Collier is impressed with I AM GIS Group, LLC that Mr. Anderson discovered at the Rural Water Conference. I Am GIS Groups software is more user friendly and is only \$700 more annually. The Board approved moving to I AM GIS Group's switch, subject to Joel making sure the data can be converted to the new system.

**Backflow Prevention Device Testing** – Mr. Collier has investigated the costs and requirement to inspect backflow prevention devices. Director Holloway suggested the District staff become certified to inspect backflow prevention device testing for property owners. Staff is not sure this would be a benefit to the property owners. Discussion followed on hiring a company to provide the service for property owners. All irrigation customers need to have the backflow prevention device checks annually. Mountain States charges about \$300 per

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inspection. The Board agreed continuity would be nice to have one provider who would be trustworthy. The Board directed staff to continue looking at certification and how it could affect the District's insurance premiums.

**Stop Log Project** – Mr. Anderson reported Marine Diving Solutions has inspected the Outlet works intake structure, both gates and the Stop Logs. Staff was pleased with the services provided by them. The cost for the dive inspection was \$7,000 and they also removed old construction tarps caught on the intake structure of the outlet works. A missing guide was discovered that will be installed. Both gates were adjusted, improving leakage on both gates to acceptable levels. The dam inspector, Dana Miller, was onsite at the same time and gave an acceptable report.

The Stop Log Replacement Project is currently under review by the State Dam Safety division. If the District does not receive the State Dam review report by the deadline, the District should proceed with the bid process and have contractors looking at the project. Fabricating the stop logs will be the largest expense with the stop log project.

**Metro Building Painting** – Staff requested input from the Board on the color of the District buildings. The Board approved staff recommendations.

### **Financial Matters**

**Draft 2016 Audit** – Mr. Weaver gave a brief overview of the 2016 draft audit and stated the District received an unqualified or “clean” opinion. Director Kerr questioned the District's net worth. Mr. Weaver stated cash is increasing to fund future capital projects and the capital assets went down due to depreciation. By motion duly made and seconded it was unanimously

**RESOLVED** to accept the 2016 audit report as presented.

**March 31 Financial Statement** – Mr. Weaver reviewed the preliminary March 31, 2017 financials, noting there has not been much activity.

Mr. Weaver reported the District is seeing an 18% increase in values for this reassessment period. The Gallagher Amendment is reducing residential assessment rates to 7.2% in 2018 causing an overall decrease in assessed values of approximately 8%. The District had previously reduced the mill levy and will have the ability to raise the mill levy back to 35 mills to not negatively affect the 2018 budget.

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The account payable and accounts receivable list were reviewed. By motion duly made and seconded it was unanimously

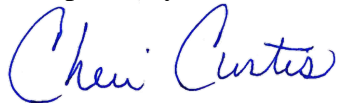
**RESOLVED** to approve the March 31, 2017 financial statements, accounts receivable, and accounts payable lists as presented.

### **Adjournment**

Hearing no further business, and upon motion duly made and seconded it was unanimously

**RESOLVED** to adjourn the Regular Meeting of the Catamount Metropolitan District Board of Directors this 8th day of May, 2017.

Respectfully submitted,



Cheri Curtis  
Secretary for meeting