
RECORD OF PROCEEDINGS

Minutes of the Special Meeting Of the Board of Directors Catamount Metropolitan District October 19, 2015

A Special Meeting of the Board of Directors of the Catamount Metropolitan District, Routt County, Colorado, was held October 19, 2015 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
- Donna Kerr
- Eric Wilson
- Suzanne Turner (Via Telephone)

Also in attendance were:

- Bruce Allbright, Property Owner
- Orlando Gonzalez, Property Owner

Staff personnel:

- 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 Special Meeting of the Board of Directors of Catamount Metropolitan District was called to order by Director Holloway on October 19, 2015 at 3:00 p.m. noting a quorum was present.

Minutes

The Board reviewed the Regular Meeting minutes of the August 10, 2015 meeting. Upon motion duly made and seconded it was unanimously

RESOLVED to approve the August 10, 2015 Regular Meeting minutes as presented.

**Operations
Matters**

Community Horse Facility: Mr. Anderson reported over the summer horse boarding has been allowed at the operations facility. The Roche's would like to board horses on the property over the winter. Although the Roche's will be responsible for the care of the horses, staff will make sure they can access the area where the horses are located. Staff will monitor how the horse boarding affects staff over the winter.

RECORD OF PROCEEDINGS

CATAMOUNT METROPOLITAN DISTRICT October 19, 2015 Meeting Minutes

Mr. Anderson has worked with Medora, from the CROA on the ability for the District to build a horse facility on the District property. Medora will contact the Yampa Valley Land Trust when asked by the Board if the Board approves a proposed horse facility. There is a square footage limit to the facilities constructed at the Lake as part of the Conservation Easement. Initial thoughts are a community horse facility would be approved by the Land Trust Board.

Orlando Gonzalez was present to discuss the possibility of the District building a horse facility at the lake. Mr. Gonzalez informed the Board there are several Catamount property owners who have horses and are interested in a facility being built in Catamount. Mr. Gonzalez presented the possibility of homeowners partnering with the Catamount Metropolitan District with property owners building a horse facility on District property that could be conveyed to the District. The proposed facilities would include one acre pastures, a small enclosed building, a round pen, and an outdoor riding arena. Mr. Anderson proposed building a facility near the wastewater plant on District property.

Director Baldinger questioned the liability for facilities that are built by property owners and donated to the District. It was agreed homeowners would be responsible for taking care of their own horses, including feeding and/or hiring caretakers for the horses. Questions were presented regarding impact to neighboring homeowners, especially related to smell and noise. The Board agreed any decision should depend on input from neighboring properties.

Director Wilson stated he is supportive of the idea, dependent on the amount of interest by property owners. Director Kerr questioned the amount of acreage being planned for the facility. Mr. Anderson indicated the plans allow for one horse per acre of land. The District owns approximately 650 acres in the parcels being considered, although only a portion will be used for the equestrian facility. The existing riding trails are close to the proposed facility. Director Baldinger questioned whether homeowners would be willing to build facilities, convey them to the District, and then take responsibility for their horses boarded on the property. Director Turner would like to see expressed concerns addressed prior to the District proceeding with a decision. Director Holloway stated there was an equestrian committee formed to address the horse facility and the committee should work with property owners on the issues presented.

The Board questioned whether the facilities would have to be made available for all public if the Club at Catamount participates in the operations of the facilities. Mr. Gonzalez was directed to work with committee, have Brad Price get legal

RECORD OF PROCEEDINGS

CATAMOUNT METROPOLITAN DISTRICT October 19, 2015 Meeting Minutes

opinion regarding public use, and clarify the issues related to the Conservation Easement.

Reserve Study: The Reserve Study was completed and distributed to the Board and staff for review. Director Kerr questioned whether the reserve study was incorporated into the proposed 2016 budget. Mr. Weaver stated that the recommended capital projects for the next 3 years are included and he and Mr. Anderson will be working to build later projects into a long-range financial plan for the District.

SCADA: Browns Hill Engineering & Controls updated the proposal for the T-box installation to allow staff to receive data electronically from both water treatment plants. Staff would like to install automatic chlorine analyzers while the system is being updated. Staff would install the chlorine analyzers and have Browns Hill Engineering and Controls complete the wiring. Mr. Anderson recommended that the District purchase the proposed T-Box remote system, which will allow the District to add new areas as necessary. Director Holloway questioned the recommended timing for installation and justification to spend the funds, which was clarified by Mr. Anderson and Mr. Collier. By motion duly made and seconded it was unanimously

RESOLVED to approve the purchase of the SCADA T-Box system and the chlorine analyzers.

Dam Update: AEComm was asked to present options for the dam stop log. The State Engineer is still reviewing the dam report but the District has requested options for the dam stop log to keep the process moving forward. The options for the stop log range from \$42,000 to simply refurbish the existing steel stop logs to \$1,645,000 to provide a spillway with increased functionality and self-cleaning screen system. The options have not been presented to Wind Walker until the Board has reviewed the options.

The alternatives presented were discussed by the Board, noting that alternatives that require the draining of the lake would not be considered. Mr. Anderson is required to send the report to the State Water Engineer and is looking for direction from the Board. The Board generally came to the agreement that options D2 and D3, with additional enhancements to not require the draining of the lake might be the best alternative for the District. However, Wind Walker should be provided with the options to receive their input to see if they would be interested in providing funding for an alternative that would be beneficial to their downstream

RECORD OF PROCEEDINGS

CATAMOUNT METROPOLITAN DISTRICT October 19, 2015 Meeting Minutes

location. Input will also be sought from the Club so that the issue can be addressed at the February 8, 2016 meeting.

Annual Newsletter to Property Owners: The items for the newsletter were reviewed and will include weed control, replacement meters, community horse facility, 2016 election and the solar array project. A draft of the newsletter will be distributed to the Board prior to being sent to property owners.

Audit RFP The audit request for proposal was sent to five firms, with three responses received. The three proposals received were comparable. By motion duly made and seconded it was unanimously

RESOLVED to engage the low bidder of Crady Puca & Associates to perform the 2015 audit.

Financial & Budget

Mr. Weaver reviewed the September 30, 2015 financials. The income and expenses are tracking comparable to the 2015 budget. For 2016, with the increase assessed value, Mr. Weaver recommended the District lower the total mill levy from 35 mills to 34 mills. The Board discussed reducing the assessment in lieu of reducing the mill levy and directed Mr. Weaver to investigate this further for future budgets.

Mr. Weaver noted that the majority of the operational expenses are comparable to 2015 except that the road overlay costs have been moved to the capital fund. Also included in the capital fund is \$300,000 for dam projects, which will be lowered to \$105,000 based on the earlier discussion by the Board. By lowering this cost, it is anticipated that the District could fund the project out of reserves rather than drawing funds from the Bond proceeds.

Other capital costs include upkeep of the buildings at Metro Ranch, purchase of solar panels from the Clean Energy Collective for the maintenance facility, and replacement of the backhoe. Mr. Anderson noted that he is exploring the ability to purchase a used backhoe to save on costs.

The fee schedule was reviewed showing approximately a three percent increase in water and sewer user fees but leaving the annual operations fee at \$1,500 per lot.

Mr. Weaver noted that today had been published for the public hearing on the budget. The hearing was opened for public comment and after hearing no public comment the public hearing was closed.

RECORD OF PROCEEDINGS

CATAMOUNT METROPOLITAN DISTRICT October 19, 2015 Meeting Minutes

By motion duly made and seconded it was unanimously

RESOLVED to approve the September 30, 2015 financial statements, accounts receivable, and accounts payable as presented, and;

FURTHER RESOLVED to adopt the 2016 budget and the 2016 fee schedule, subject to the change in costs and fund for the dam project; to set the debt service mill levy at 9.288 mills, the operating mill levy at 30.000 mills, and a temporary mill levy credit of 5.228 mills for a total net mill levy of 34.000 mills; and to appropriate funds for spending in 2016, all as documented in the formal budget resolution but subject to minor adjustment for any further adjustments to the assessed values. A copy of the formal budget resolution is incorporated herein by this reference and;

FURTHER RESOLVED to adopt the 2016 fee schedule.

Other Business

Fishing: Bruce Albright reported unauthorized usage by people fishing off of the dock and dam. It was noted the gate code has been provided by the Club and the Club is required to accompany guests. Mr. Albright also noted commercial fishing guides are using the lake for commercial operations. The property being used for fishing is owned by the District. Mr. Albright suggested the District require the Club to be present when non-owners are using the amenity. The Club needs to impose rules for amenity usage. The Board has taken Mr. Albright's recommendations under advisement and the District may consider charging the Club for usage of the amenities. The hunting and fishing policies will be reviewed prior to the February meeting.

Horse Boarding: The Board revisited the Roche's request to board their horses at the operations facility. Director Holloway stated if allowed, it should not cost the District or require any staff time.

The building that houses the Roche's hay needs to be repaired for an estimated \$1,200. Director Holloway believes the existing buildings should be replaced. Director Baldinger believes the hay should be covered. After discussion the Board agreed the property owners should not pay for District building improvements. Mr. Anderson is working with the insurance carrier and Director Holloway on the horse boarding decision.

RECORD OF PROCEEDINGS

CATAMOUNT METROPOLITAN DISTRICT October 19, 2015 Meeting Minutes

Mr. Anderson would like to install some fencing on the golf course side for haying operations. The Board indicated support requesting more information with a cost estimate at the February 8, 2016 meeting.

Employee Compensation

Staff requested the Board consider increasing the percentage employees can contribute into the 401K Plan. The Board directed Marchetti & Weaver staff to research the ability to increase the employee amount contributed into ICMA 401K Plan.

The Board discussed and authorized 2015 bonuses and increases for staff in 2016. Staff reviews will be scheduled for the August 8, 2016 meeting prior to the budget discussions.

Adjournment

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

RESOLVED to adjourn the Special Meeting of the Catamount Metropolitan District Board of Directors this 19th day of October, 2015.

Respectfully submitted,

Cheri Curtis
Secretary for meeting