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# RECORD OF PROCEEDINGS

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## Minutes of the Regular Meeting Of the Board of Directors Catamount Metropolitan District October 14, 2019

A Regular Meeting of the Board of Directors of the Catamount Metropolitan District, Routt County, Colorado, was held October 14, 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:

- Darlinda Baldinger
- Brad Iversen
- Suzanne Turner (By Telephone)

The following Directors were absent and excused:

- John Holloway
- Eric Wilson

Also in attendance were public and staff personnel:

- Bruce Albright
- Eric Weaver, Marchetti & Weaver, LLC
- Joel Anderson, District Manager
- 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 Baldinger on October 14, 2019 at 3:00 p.m. noting a quorum was present.

**Changes to the Agenda**        No changes

**Minutes**            The Board reviewed the minutes of the August 12, 2019 Regular Meeting. Upon motion duly made and seconded it was

**RESOLVED** to approve the August 12, 2019 Regular Meeting minutes as presented.

**Operation Matters**        **Lake Excavation & River Diversion** – The Wetlands Consultant worked with the Army Corp of Engineers (ACOE) to determine the work to repair the damages from the spring flooding is considered maintenance and a permit is not necessary.

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Native Excavation has been scheduled for cleaning the river channel and rebuilding the diversion dam using root balls and river rocks.

**Dam** – The damages to the dam from the spring storm are also determined maintenance by the ACOE. Native Excavation will be performing the repairs.

**Well 1B** – The District received the acceptance letter from the state for Well 1B with requirements including more testing for lead and copper. To achieve better chlorine contact time prior to distribution, baffling will be installed in the clear well before it enters the tank. Civil Design Consultants will be working on the project.

**Ranch Tank Project Update** – The Engineers have determined it would be cost effective to bid the painting projects as one project with the Ranch Tank painting completed in 2020 and Lake Tank painting completed in 2021. Specific water tank painters are required for the project.

**Fire Mitigation** – After several meetings with Natural Resource Solutions Group it was determined Lake Lot 2 (Mr. Albrights lot) was the best lot to conduct a test mastication. Information will be provided when available.

**Club Christmas Lights at Ranch** – The Club has requested \$600 from both CROA and the District for Christmas lights at the Ranch, which is one-third of the costs. By motion duly made and seconded it was unanimously

**RESOLVED** to contribute \$600 for Christmas lights at the Ranch.

**Civil Design Consultants Agreements** – The Agreement with Civil Design Consultants (CDC) for the ranch wells was \$20,000 and came in under budget. (CDC) is requesting \$21,000 to extend the contract for the Well 1B baffling. By motion duly made and seconded it was unanimously

**RESOLVED** to approve extending the contract with CDC by \$21,000 for the Well 1B baffling project.

The proposed contract with CDC for the Ranch and Lake tank paintings engineering work for bidding through project completion for a total of \$55,000; \$15,000 for the design work, \$20,000 for bidding and \$20,000 for completion of project. By motion duly made and seconded it was unanimously

**RESOLVED** to approve the contract with CDC for a total of \$55,000 for the tank painting project.

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**2019 Audit Engagement** – The Board issued an RFP in 2015 for auditing services and Crady Puca & Associates was chosen. The engagement letter from Crady Puca and Associates for the 2019 audit was presented for approval. By motion duly made and seconded it was unanimously

**RESOLVED** to approve the engagement letter with Crady Puca and Associate for the 2019 audit.

**YVLT & CCALT Merger** – The Yampa Valley Land Trust has merged with the Colorado Cattleman’s Agricultural Land Trust. The Board discussed benefits of the merger.

**2020 Meeting Calendar** – The proposed 2020 meeting calendar was presented with the meetings scheduled on the second Monday in February, May, August and October. The Board tabled discussion on the calendar until entire Board is present. The next meeting will be held on February 10, 2020.

**Water Rights** – The District’s water Attorney reviews all water applications to determine if any applications filed would affect the District’s rights. There is an application that is requiring the District to document usage. All wells have metering devices so documentation can be completed.

**Licensing Requirements** – Staff needs a letter proving employment for licensing requirements. The letter was presented for the Board’s signature.

**Other Business** – Bruce Albright reported trash on a job site with no trash receptacle. The Board discussed the best recourse for this issue.

### **Financial Matters**

**September 30, 2019 Financial Statement** – Mr. Weaver reviewed the financials with the Board noting that District operations went over budget due to the water line break in early 2019, but other expenses are tracking under budget so overall the District is still projected to remain under budget.

The Board reviewed the compensation for staff and agreed to increase the 2020 payroll budgets to bring compensation levels in line with similar positions at other entities.

**2020 Budget Hearing** – The public hearing on the 2020 budget was opened for comment. Hearing no public comment, the public session was closed. By motion duly made and seconded it as unanimously

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**RESOLVED** to approve the September 30, 2019 financial statements, as presented, and;

**FURTHER RESOLVED** to adopt the 2020 budget as amended for the change in compensation; to set the debt service mill levy at 7.760 mills, the operating mill levy at 30.000 mills, and a temporary mill levy credit of 2.760 mills for a total net mill levy of 35.000 mills; and to appropriate funds for spending in 2020, all as documented in the formal budget resolution but subject to minor adjustment for any further adjustments to the assessed values.

**2019 Rate Increase Hearing** – The proposed 2020 water/sewer rate schedule was reviewed. The annual operations assessment will be adjusted to \$1,250. The public hearing was opened for comment on the 2020 rate schedule. Hearing no public comment, the public hearing was closed. By motion duly made and seconded it was unanimously

**RESOLVED** to approve the 2020 fee schedule, subject to changing the annual operations fee to \$1,250.

**Accounts Payables and Receivable** – The accounts payable and accounts receivable lists were reviewed. By motion duly made and seconded it was unanimously

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

### **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 14th day of October, 2019.

Respectfully submitted,



Cheri Curtis  
Secretary for meeting