

**DURANGO WEST METROPOLITAN DISTRICT No. 1**  
**BOARD OF DIRECTORS**  
***SPECIAL MEETING October 25, 2023***

**Call to Order:** Meeting called to order at 6:30pm, motion by Melissa, Tom 2nd.

**Board Present:** Melissa Schneider, Tom Phelps, Joel Peterson. Jeanne Matthews excused absent.

**Staff/Reps Present:** Janet Anderson, Kathy Phelps, Brian Davies, Matthew Saiz, Michael Roussin.

**Visitors Present:** Matt Nesbitt, Dw1 homeowner, former board member, and general manager of Lake Durango.

**Lake Durango Water Authority announcement:** Matt announced LDWA would be increasing rates by 5% this year. Last year they increased 15% but there was controversy about the customer's all receiving proper notice so Matt wanted to ensure the Dw1 board was aware now that the increase will take effect on January 1, 2024. Matt shared some projects they hope to complete this year, which are many of the same ones on the capital list from last year. They are having difficulty finding contractors and receiving bids, as has been typical since Covid for many businesses.

Mike reported the footnotes in the 2022 audit had been modified as he previously discussed with the board and Ronny provided a draft for the board's review. Mike went over numbers and the board approved the 2022 audit to be finalized by motion from Melissa, Tom 2<sup>nd</sup>.

**Minutes:** Meeting minutes from September 27, 2023 were reviewed and approved by motion from Melissa, Tom 2<sup>nd</sup>.

**Accounts Receivable:** Kathy reported on delinquent accounts and people have been doing much better since several months ago she has become strict on having people stick with their promised payment dates. The board was pleased the outstanding accounts have been reduced substantially.

**Equipment:** Brian confirmed the board's intentions on pursuing making necessary repairs to the Volvo and authorized the purchase of chains for rental equipment. Brian has reserved a John Deere loader starting December 15 but we will be able to get something prior if needed. Board agreed Dec 15 to Feb 15 rental was an appropriate period of time that should get us through the worst of winter. It is possible to rent something earlier and to extend should it be needed. Winter 2022/23 was one of the heavier moisture years during the past two decades.

**Snow Removal:** Melissa discussed needing to work on some specific snow removal letters to be personalized by street due to some extreme challenges from last year due to people parking in improper spots, parking too close to the road, or trying to store more items than fit within improved parking spots. It is very challenging and Melissa wants the board to make contact with individuals to see if it will help minimize some of the issues from last season. She will meet with Brian to review problem areas and would like to address snow plowing issues individually with a few people and by street for most others.

**Capital Improvements/New Housing:** Janet met with Alpine Bank and refined the specifics they wanted in the resolution they want that authorizes the District to borrow funds to close on the housing construction loan. The board has approved the funding sources several times but the bank wanted some additional specific language so Janet revised the Resolution from the last meeting again. The resolution was approved unanimously by motion from Joel, 2<sup>nd</sup> by Tom. Then Tom motioned for Melissa to act as the signer of the actual loan closing documents, 2<sup>nd</sup> by Joel. Melissa and Janet will be authorized on the loan funds and Melissa will sign the closing documents on behalf of the District. Janet will let Melissa know as soon as documents are available for advance review.

**Water system:** Brian reported the best fix for the chlorine issues we have been having is to install a variable speed pump for the main water source, called a VFD. The board agreed Brian should pursue bids and pricing. Janet said the draft budget should include enough but we will need to double check we have adequate capital expenditures if the board decides to purchase a VFD in 2024. Janet said she would request LDWA to cost share on this since it would help them as well. It is unlikely they would agree but Janet will bring it up at the next LDWA meeting she attends. Brian reported the F-350 needs a full tune up for the 70,000 mile services. Board authorized Brian to perform necessary maintenance.

**Construction:** Janet reported they are getting ready to pour footers on both houses. They are pre-building walls while they wait for concrete deliveries. Inspections to date have all passed. Janet is becoming very nervous about getting the loan closed as the District is beginning to bleed cash fairly quickly to keep up with the construction timelines we are trying to meet.

**Adjournment:** The meeting was adjourned at 8:45pm after motion from Tom, 2<sup>nd</sup> by Melissa.

*M. Schmidt  
12-6-23*