

**MINUTES  
OF THE BOARD OF DIRECTORS OF  
THE FOREST LAKES METROPOLITAN DISTRICT**

The regular meeting of the Board of Directors of the Forest Lakes Metropolitan District was held on September 11, 2018 beginning at 1:30 p.m. at the Forest Lakes Community Center, Bayfield, Colorado.

Present at the meeting were the following members of the Board of Directors:

President	--	Vacant
Richard Hillyer, Vice President	--	Present
Brien Meyer, Director	--	Present
Charles Scavo, Director	--	Excused
Tony Schrier, Director	--	Present

Also present were Brian Sheffield, Manager for the District; Selina Gallero, Secretary to the Board; and numerous residents.

Moved to approve Director Scavo's absence as he informed Brian before the meeting about his absence. The motion was seconded and it was unanimously approved.

**APPROVAL OF AGENDA**

Under Resolution, added Item A., Resolution 2018-04, Community Banks of Colorado Designated Depository. With no further additions, deletions, or corrections to the agenda, moved to approve the September 11, 2018 agenda. The motion was seconded and it was unanimously approved.

**APPROVAL OF PREVIOUS MINUTES**

Director Schrier noted that the minutes showed Director Brien Meyers present and should reflect him absent and it should also note the motion and second to excuse his absence. There being no further corrections, additions or deletions to the minutes of the regular meeting held on August 14, 2018 moved to approve the minutes. The motion was seconded and it was unanimously approved.

**SPECIAL BUSINESS**

- Item A. **FLMD Board Members Appointment.** The board received 8 applicants for the vacant board of director's position. Moved to appoint David Sheetz to fill the vacancy created by Casey Cook's resignation. The motion was seconded and it was unanimously approved. Mr. Sheetz will serve until the next election that is in May 2020.
- Item B. **Oath of Office.** David Sheetz was administered the oath of office by Selina Gallero, Secretary to the Board and Notary Public.
- Item C. **Election of Officers.** Moved to nominate Rich Hillyer as President and Tony Schrier as Vice President. The motion was seconded and it was unanimously approved. A resident asked who was serving as the Treasurer and was told that Brian Sheffield, Manager currently serves as the Treasurer to the Board.

**REPORT FROM OFFICERS AND CONSULTANTS**

**MANAGEMENT REPORT** - Mr. Sheffield reported the following:

1. **Bus Stop.** The bus shelter construction has started and should be completed by this week.
2. **Gate System.** The concrete has been poured and some of the hardware has been installed. We are working on running the power to the gates and we are working with the vendor to program the fobs. We will keep the public informed as we get closer to the gates being operational.
3. **LED Conversion.** The lights in the old firehouse have been converted and there is a big improvement in the quality and quantity of lighting in the building. We will begin converting the lighting in the community center soon.
4. **Operator Vacancy.** We interviewed one person and we are hoping to get a few more applications to widen the pool. We will continue advertising.
5. **Property and Liability Insurance.** Brian has been working with the insurance company to review our property and liability coverage. Some items were not included for coverage on the old list so those have been added and it did increase our premium by approximately \$1,000.
6. **Professional Pest Extermination.** We are now using Orkin to do pest control in the community center. Our in-house efforts on insect and rodent control had limited success. Orkin appears to be making a difference already, especially with the carpenter ant problem.

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7. **Truck Tank Purchase.** We purchased a used tank for the dust suppressant (lig) to fit our tanker truck. The old tank was in bad shape and this used tank was in really good condition and cost \$1,500.00
8. **Map Updating.** We updated our maps that show the main extensions, new homes, hydrants and valves. The updated maps were provided to Upper Pine Fire District and the shop.
9. **Power to Compel Connections.** Two property owners received notices advising them that they are in violation and subject to the Power to Compel Connection. The notices were mailed to the resident on Pine Tree Drive and Antelope Drive. FLMD had to coordinate with La Plata County Sheriff's Department to serve a notice to the resident on Pine Tree Drive advising him that FLMD was connecting to the water service due to the permanent restraining order on this individual.
10. **Camera Locations.** We are working with Jered Davis from Skywerx to help us evaluate our needs and develop a plan for installing cameras.
11. **Weed Spraying.** We contacted 4 Corners Weed Control to come back and spot spray some locations. We also had him spray some tumbleweed that was popping up in several areas. Tumbleweed will usually die with the frost we will be getting soon, so not a lot of spraying was done.

A property owner asked about the trash gate fobs and was advised that the first fob is free, a second one can be purchased but replacement cost is going to be higher. Brian explained that we hope to have the gates working within a month. There was some discussion about placing a camera at the dumpster. Some stated they understood why we won't open 24/7 but would like to ask that the hours be extended. Racheal Koepping introduced herself and stated that she had a petition signed by residents requesting that the dumpster hours be extended until 7 p.m. or that the dumpster also open on Sundays. Kyle was asked if there was a possibility of having coverage later. He stated that he would have to talk to the other employees first. Director Sheetz commented that the crew is already 1 man down. It was explained that there were no plans to extend trash hours and the gates would not be opened 24 hours as that would give access to the shop, water system, sewer system, gravel pit, etc. Director Meyers asked Racheal for the petition that contained 104 signatures from a Facebook page and she was thanked for her time. Brian stated that he was in the process of getting a response prepared for another resident and he would reply to her as well regarding trash access and hours of use.

**Maintenance Report.** Brian reported for Kyle the following:

- New teeth for the grader were installed. 200 hour service was done. Grader tool carrier was resurfaced and put back in service.
- A broken power line to the WWTP mixer was replaced. Preventative maintenance was completed for the WWTP blowers and mixers.
- Lead and Copper compliance sampling for 2018 was completed.
- A new phone service cable was installed to our Pine Ridge Tank site. The existing phone service was not buried deep enough and had many splices. New phone service was buried deeper and put in conduit.
- A water main break occurred while installing a new water service line to 395 Forest Lakes Drive. The main was broken as a result of large rocks sitting directly on the pipe. The main was shut down and a new stick of Ductile Iron Pipe was installed.
- A water leak on a service line @ 142 Little Bear Drive was excavated and repaired.
- The WWTP chlorine storage containers were cleaned and refilled with new chlorine.
- Water and sewer taps were installed at 395 Forest Lakes Drive and 422 Pine Tree Drive.
- A leaking fitting was replaced at the Hillside pressure reducing station.
- Concrete for the new gate system was poured; bollards installed, and actuators for the gate were installed.
- An addition to our fuel shed was built to house our waste oil container.
- New LED lighting was installed in our storage building by the lake.
- Road work continued on; Pine Valley Road, Buckhorn Drive, Berry Drive, Blue Ridge Drive, Hillside Drive, Hill Top Drive, and roads in the meadow.
- Broken or failing water meters and RF units are being replaced.
- The brush pile is being burned as needed.
- Trees that fell near Well 3 were cut and removed. All slash was cleaned up and disposed of in the brush pile.
- The access road to our River Ranch pressure reducing station was improved. Road base was hauled and spread to create a ramp that can be easily driven in wet/snowy conditions.

Director Schrier asked if the taps that was installed at 422 Pine Tree Drive was one of the individuals who received a notice in regards to the Power to Compel Connection and if it's working. Brian explained it was the owner but he has not been connected, just the taps were completed.

A resident asked about what the old fire station is being used for and Kyle explained that they use it for parts, fittings and storage. The resident stated that he always thought it was empty and didn't understand why we didn't use it for an office. Director Schrier commented that the idea of re-locating the FLMD offices has been discussed for over 19



years and in seeing the number of people that stop in just to say hello, staff would not be able to get any work done. Another resident also asked how many of the board members lived in Forest Lakes and they responded that they all do. Director Hillyer commented that the employees don't live in Forest Lakes, except for 1 of them.

Jean Rountree interjected and wanted to know how much a year it would save to move the office to Forest Lakes. She asked how much is being paid and how long we have been at this location. Director Hillyer commented that this matter has been discussed numerous times and that the board needs to be given some time to look into the matter in order to be transparent and to give accurate information. She asked if the information is going to be provided at next month's meeting. Director Meyers stated that he disagreed and was opposed to the office being moved to Forest Lakes and felt it was more productive in its current location. He stated that the board decides and votes where the office location is. A lengthy discussion took place about this matter that included previous attempts to place an office in Forest Lakes; suggested use of the community center or old fire station as an office; placement of an office by dumpsters. Director Myer also mentioned other businesses such as Purgatory, have their offices away from the main property and closer to other areas of business like the post office, bank, etc., in order to conduct business better. Chairman Hillyer stated that the board needed to continue business and questions could be asked at the end of the meeting. It was also mentioned that residents need to go through the FLMD office first with any issues before bringing matters to the board. By doing this, management has a chance to complete research, collect information, and address issues and concerns first. If the matter is not resolved, the matter might be placed on the agenda and the board can be more prepared to respond to issues.

### FINANCIAL REPORTS

1. Through July, property tax revenue received was \$626,333.56 (97%) of the levied property taxes for the year. Tax revenue can include penalties, special assessments and specific ownership taxes, which are not included in the property tax percent collected.
2. Water chart shows that we pumped 5,276,912 gallons of water and can account for 77% of the water used through metered billing for August.
3. If equally collected and expended over 12 months, expenditures and revenues would be at 50% through June. In the General Fund, revenue was at 68% and expenses were at 41%. In the Water Fund, revenue was 602% and expenses at 43%. In the Sewer Fund, revenue was at 54% and expenses at 53%. Combined funds budget expenditures were at 49% through the reported month.

### UNFINISHED BUSINESS

Item A. **WWF Discharge Permit Update.** Colorado Department of Public Health will not get to any permit renewals for the San Juan Basin until late August or September. No Update.

### NEW BUSINESS

Item A. **Resident Request for Speedbumps.** Doug Savage submitted a letter requesting that speedbumps be placed on the roads to slow down speeders. Brian explained that historically legal counsel has advised against the use of speed bumps due to liability. Discussed how the Sheriff is responsible for enforcing the speed limit not FLMD. Also discussed how speed bumps have a negative impact on vehicles and on the human body especially with people already suffering from health problems. Brian read of list of cons for using speed bumps. Discussed government liability; how the Sheriff Department said they do not get calls from FL residents complaining about speeders; suggested using your phone to take a picture or video of speeders and call the Sheriff. The board agreed they did not want to pay for another legal opinion and support the previous Boards position and prior legal advice and recommendations. Moved to reject Mr. Savages request to place speed bumps on Forest Lakes roads. The motion was seconded and it was unanimously approved.

### RESOLUTIONS

Item A. **Resolution 2018-04, Community Bank of Colorado Designated Depository.** Moved to approve Resolution 2018-04, which adds and updates all board members signatures with Community Bank of Colorado. The motion was seconded and unanimously approved.

### ANNOUNCEMENTS

There were 8 applicants for the board vacancy, which were: Phil Campbell, Lisa Eckert, Robin Kissell, Mark Rushfeldt, Juan Romero, David Sheetz, Denis Stratford, and Shauna Unger. The board received criticism for their selection of Dave Sheetz but assured Mr. Sheetz that it was not against him personally. Mr. Sheetz introduced himself and stated that he has been a resident of Forest Lakes and attends board meetings regularly and would make every effort to do a good job for the residents.

Brian was asked who his supervisor is and he stated the Board of Directors.

Discussed the water levels and if mandatory water restrictions were still in place and Brian replied yes. Charissa Hannigan asked if the high water users have cut back, Selina stated that it's still too soon to tell.



Question about the integrity of the dam due to the holes and the prairie dogs. Brian explained that the dam is inspected annually and there have been no reports indicating a problem.

Denis Stratford stated that the past boards have been reluctant to post personal information and wanted to know if this board will. The board agreed that if someone has a question or concern they should go through the office before coming to the board. If a board member needs to be contacted the office can reach them.

Liz Oetter asked about the possibility of live streaming the meetings. The board stated they would check into the matter. Discussion about the board meeting time took place again and the board advised those present that the meeting times will remain at 1:30 p.m. on the second Tuesday of each month. The matter can be revisited in the spring time.

Director Meyers reiterated that Forest Lakes Metro District is responsible for the water, sewer, roads, recreation and trash services. It is important that residents realize that we do not enforce covenants and are not a homeowners association.

Bonnie Celona stated that she is a renter and wanted to know if the trash fob will be given to her since she is not the owner. Brian explained that we are still working on the details and we will get it worked out.

A resident stated that some speed limit signs in Forest Lakes need to be replaced.

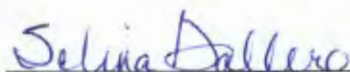
The next board meeting will be held on October 9, 2018 at 1:30 p.m.

#### **APPROVAL OF DISBURSEMENTS**

The Board considered the bills of the District for payment. Moved that the bills be approved for payment subject to review at time of signing. The motion was seconded and it was unanimously approved.

#### **ADJOURNMENT**

There being no further business to come before the Board of Directors, the meeting was adjourned at 3:05 p.m.



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Selina Gallero  
Secretary to the Board of Directors  
Forest Lakes Metropolitan District