

**SFTR Metro District**  
**109 West Main St, Trinidad, CO**  
**9:00 A.M., January 25, 2018**

**Robert L. Scott, President**

**Rick Kinder, Vice President**

**Nancy Allred, Secretary / Treasurer**

**John Noard**

**RC Ghormley**

- 1. Call to order** – Meeting was called to order by Bob Scott at 9:00 A.M.
- 2. Proof of notice** – Given. Posted at Century Financial Group and Las Animas County Court House. Guard shack and bulletin board on SFTR.
- 3. Roll Call** – All present. 3 guests present: Val Allred, Billy Hughes and Abby Tamburelli
- 4. Determination of Quorum** - Yes

**5. Director's Matters**

**A. Disinfection** – Rick discussed some of the new specs and state requirements for the upcoming year. The acceptable chlorine range is now .2 – 4.0 and tests for residuals are required to be taken and submitted quarterly to the state. Rick will deliver the first samples collected for 2018 the beginning of February.

There was some discussion about using the Alamosa Lab but no decision to change labs was made. We will still be using the Colorado State Lab.

**B. Financial Matters** – Nancy gave an update on the current financials. There was some discussion at the December 28th, 2017 meeting about the 2017 vs. 2016 water sales. Nancy explained that the water sales collected in January 2018 for October, November and December 2017 hadn't been moved back into the 2017 water sales. There are no longer any questions or concerns about the water sales numbers. The district is still in good financial shape.

### **C. Repair & Upgrades**

**Fixing leaks** - It has been a busy year for the Ditch Rats. There have been numerous significant leaks and repairs done on Old Mission, Lodgepole, Upper Gallinas and Fox Trail. They have also been working on fixing leaks in other lines serviced by tanks 2 and 3. The lines that continue to freeze year after year are being methodically replaced. Squirrel Lane, Elk Ridge Trail and Alpine Meadows have had bypasses installed in problematic freeze areas. There are still some concerns with Mountain Meadow Overlook freezing occasionally but it has been hard to pin point where. They will try to find the problem area at the next freeze.

There was discussion about replacing the Aspen Court line next. This is roughly 2,500 to 2,900 feet of pipe. John offered to walk the entire road with a measuring wheel and also complete a depth survey to get exact numbers in order to decide on best procedure for repairs.

**SCADA Equipment** – RC and John have been doing updates and improvements on the system. It was suggested to move the antenna to a different area to avoid issues with the lightning strikes. The Metro has purchased some new SCADA radios that will be programed as soon as they arrive.

**D. Replacement backhoe** – The backhoe is in need of repairs. The pins and bushings are loose. There is a lot of play in the boom and pivot. The hoe has almost 5000 hours and is a pretty used/loose machine. Bob suggested possibly updating to a 590 with an extendahoe. This would be very beneficial on the current and upcoming jobs. No decisions were made. This will be discussed again in the future after Bob does more research on the cost of repairs and trade in value on the 580 vs. updating to a 590.

**E. Election Matters** – The board adopted the Election Resolution and appointed Nancy Allred as the Designated Election Official. The election will be held on May 8<sup>th</sup>, 2018. Bob has asked Spencer Fane to produce the resolution language.

## **6. Other business**

**A. Metro Office/Operation Center.** There was discussion on the possible future need for a Metro facility. Materials are currently stored in an old refrigerated trailer that is bursting at the seams, also in private garages and homes. As the system has been activated more and more over the years, it has been necessary to stock more material. There is no workspace for required equipment maintenance, and no place to store records, drawings, and files. Office and meeting space is currently rented. The board feels a long term solution should be researched.

**B. Ditch rat compensation.** There is some concern that the water system has “outgrown” being supported by volunteers. Most users have no idea that the system

stretches from Trinidad to the ranch and is comprised of 76 miles of pipeline, all of which is twenty years old, and much of which was installed incorrectly. To date approximately 500 leaks have been repaired and over a mile of pipeline has been replaced. All by volunteers. A long-range consideration is whether the water system maintenance should be switched from volunteer support to a paid water system contractor. There is more investigation and planning needed before any definitive discussions can occur.

**7. Adjourn** - Meeting was adjourned at 10:30 A.M.

**SFTR Metro District**  
**109 West Main St, Trinidad, CO**  
**9:00 A.M., March 8, 2018**

**Robert L. Scott, President**

**Rick Kinder, Vice President**

**Nancy Allred, Secretary / Treasurer**

**John Noard**

**RC Ghormley**

**1. Call to order** – Meeting was called to order by Bob Scott at 9:00 A.M.

**2. Proof of notice** – Posted at Century Financial Group and Las Animas County Court House. Guard shack and bulletin board on SFTR.

**3. Roll Call** – All present, two by telephone. 1 guest: Abby Tamburelli

**4. Determination of Quorum** - Yes

**5. Director's Matters**

**A. Certification of Election Ballot** – The board unanimously approved the ballot content as prepared by the attorneys for the May election.

**B. Purchase of replacement backhoe** - Bob made a two part motion. First, to buy the Case 590SN backhoe he inspected at Titan Machinery for the amount of \$65,000, and secondly, to accept the offer from two ranch residents to purchase the Case 580SM backhoe for \$24,000, which is more than the trade in amount that has been offered, resulting in a \$41,000 net expense to the Metro. John made the motion to approve the new backhoe purchase and accept the sale offer of the 580. RC 2nd and motion passed.

**6. Other Business**

John Noard reiterated his belief that the Ditch Rats should be compensated. It was discussed and agreed this concept bears consideration in the future.

**7. Adjourn-** Meeting was adjourned at 9:14 A.M.

**SFTR Metro District**  
**109 West Main St, Trinidad, CO**  
**9:00 A.M., May 10, 2018**

**Robert L. Scott, President**

**Rick Kinder, Vice President**

**Nancy Allred, Secretary / Treasurer**

**Billy Hughes**

**RC Ghormley**

**1. Call to order** – Meeting was called to order by Bob Scott at 9:02 A.M.

**2. Proof of notice** – Posted at Century Financial Group and Las Animas County Court House. Guard shack and bulletin board on SFTR.

**3. Roll Call** – All present except Rick Kinder. 2 guests: Vall Allred and Abby Tamburelli

**4. Determination of Quorum** - Yes

**5. Director's Matters**

The Board would like to thank John Noard for his service as a Board member and also service to the SFTR community for the past four years during his tenure as a Board member.

**1. Review Election Results** – Nancy Allred shared the election results. Election judges were Abby Tamburelli and Jeni Skalko. Results were as follows:

Robert C. Ghormley.....118 votes  
Billy Hughes.....109 votes  
Richard Kinder.....119 votes

Ballot Issue/Question A – District Operations Facilities  
YES.....86 votes  
NO.....53 votes

Total Number of Ballots Delivered to Electors.....213  
Total Number of Ballots Voted.....139  
Number of Ballots Returned Undeliverable.....10  
Number of Spoiled Ballots (Replacement Ballot Issued).....20  
Number of Rejected Ballots.....7  
Number of Substitute Ballots Voted.....19

Total Number of Ballots Returned to the DEO.....146

**2. Swear in Directors** – Both RC Ghormley and Billy Hughes signed and completed the Board of Director Oath of Office form.

**3. Elect Officers** – RC nominated Bob Scott as President, Rick Kinder as Vice President, and Nancy Allred as Secretary/Treasurer. Motion passed. Officers will continue in their current positions.

**6. Other Business**

RC suggested including a letter in with the July billings explaining how the water system works and to reiterate the division of responsibility between the Board and the individuals. This letter will be constructed, revised and sent out to the property owners with their 3<sup>rd</sup> Quarter bills in July.

**7. Adjourn-** Meeting was adjourned at 9:17 A.M.

**SFTR Metro District**  
**109 West Main St, Trinidad, CO**  
**9:00 A.M., July 3, 2018**

**Robert L. Scott, President**

**Rick Kinder, Vice President**

**Nancy Allred, Secretary / Treasurer**

**Billy Hughes**

**RC Ghormley**

**1. Call to order** – Meeting was called to order by Bob Scott at 9:00 A.M.

**2. Proof of notice** – Posted at Century Financial Group and Las Animas County Court House. Guard shack and bulletin board on SFTR.

**3. Roll Call** – All present. 6 Guests: Monte Beaver, Carol Smith, Todd McBride, Linda Brown, Dewayne Harris and Abby Tamburelli

**4. Determination of Quorum** - Yes

**5. Director's Matters**

1. Water Restrictions – The Metro. received a letter from the City of Trinidad on June 20, 2018 notifying the district that Trinidad is now in a Level 2 Water Restriction. The Metro has and will continue to make every possible effort to reduce consumption. Bob mentioned checking tanks 2 and 3 for possible leaks and Rick suggested doing night checks. The Metro. will continue to keep a close watch on the system.

2. Shut Off Notices – There were two shut off notices sent out on June 19, 2018. One individual has made payment arrangements and the other meter will be pad-locked on July 4<sup>th</sup> if the owners choose not to respond before then.

3. Volunteer Insurance – The board is looking into an accident coverage policy. Nancy will do some more research on this topic.

4. Owners Rep Agreement for Operating Center – Nancy spoke with the bank and all of these fees will be covered in the loan. All invoices will be approved by NBH Bank and the bank will issue all of the owner representative costs. Nancy made a motion to increase the compensation in the owner's representation agreement from \$500 per month to \$1000 per month until commencement of

construction. The agreement is in effect as of July 1, 2018. RC 2<sup>nd</sup> the motion, all in favor. Motion passed.

Billy made a motion that Bob Scott be the owner's rep. on the building project. RC 2<sup>nd</sup> the motion, Bob accepted the position, all in favor. Motion passed.

There is no estimate on start or completion of the operations building at this time.

## **6. Other Business**

1. Executive session per Title 24-6-402(2)(b) to discuss property acquisition

## **7. Adjourn-** Meeting was adjourned at 9:58 A.M.



**SFTR Metro District**  
**109 West Main St, Trinidad, CO**  
**9:00 AM, 9 Aug. 2018**

**Robert L. Scott, President**

**Rick Kinder, Vice President**

**Nancy Allred, Secretary / Treasurer**

**Billy Hughes**

**RC Ghormley**

- 1. Call to order** – Meeting was called to order by Bob Scott at 9:09 AM.
- 2. Proof of notice** – Posted at Century Financial Group, County Courthouse, Guard Shack and Bulletin Board on SFTR
- 3. Roll Call** - All present. 1 guest: Abby Tamburelli
- 4. Determination of Quorum** - Yes
- 5. System status**

Ditch Rats have put in countless hours to find and repair line breaks and leaks. The Metro has and will continue to keep a close watch on the water system. Since the City of Trinidad has already imposed water restrictions it was suggested to hire someone to start doing monthly meter reads. This will help the Metro to track water usage, monitor for possible leaks, and avoid all estimated meter reads on the quarterly billings. This motion was made by Billy Hughes and 2<sup>nd</sup> by Rick Kinder. Motion carried, a meter reader will be engaged.

Next major projects on the repair list, in no particular order, are:

1. Fox Trail – 1,500 ft.
2. Hidden Meadow – 1,500 ft.
3. Lodge Pole – 1,000 ft.
4. Aspen Court – 500 ft.
5. Squirrel Lane – 150 to 200ft

Bob will coordinate this work with Heath Andreatta.

It will be time for internal tank inspections again soon. Rick Kinder will follow up on this.

## **6. Metro Operations Center**

**A. Property acquisition** – The seller(s) of lot C46 have agreed on the purchase price of \$90,000 plus closing costs. Bob Scott made a motion to proceed with the purchase of the lot and Billy Hughes 2<sup>nd</sup> the motion. Motion carried, and the District will proceed with the purchase.

The board has reviewed and approved the building design and bid proposal packet. Contractors can pick up the bid packets at Century Financial Group and all bids must be returned no later than 5:00 PM on August 20, 2018.

**Other business** - None

**7. Adjourn** – Meeting was adjourned at 9:55 AM.

**SFTR Metro District**  
**109 West Main St, Trinidad, CO**  
**9:00 AM, Sept. 27, 2018**

**Robert L. Scott, President**

**Rick Kinder, Vice President**

**Nancy Allred, Secretary / Treasurer**

**Billy Hughes**

**RC Ghormley**

- 1. Call to order** – Meeting was called to order by Bob Scott at 9am.
- 2. Proof of notice** – Posted at Century Financial Group, County Courthouse, Guard Shack and Bulletin Board on SFTR
- 3. Roll Call** – All present. 1 guest: Abby Tamburelli
- 4. Determination of Quorum** – Yes
- 5. Approval of minutes of last meeting** – Billy made a motion to approve the August 9, 2018 minutes. RC 2<sup>nd</sup> the motion. Minutes were approved.
- 6. System status**

**A. Review progress on work discussed in August** – All scheduled work on Fox Trail, Hidden Meadow, Lodge Pole, Aspen Court and Squirrel Lane was completed with the help of the Ditch Rats and Heath Andreatta Excavation. They will be working on the line at the bottom of Hidden Meadow today.

The board is still aware of the lines on Alpine Meadow-north, Mountain Meadow, Bobcat Court, and Coyote Track that continue to freeze from time to time. They will wait until it happens again this winter and then address the issue if it occurs.

Tank Inspections – Rick is working with the Colorado Rural Water Assoc. to schedule these upcoming inspections.

## **7. Metro Operations Center**

**A. Property acquisition** – There is a closing scheduled for October 15, 2018.

**B. Owners Rep report** – No bids were submitted during the allotted time, so as the Metro Owner's Representative, Bob will coordinate the work of the building supplier and other contractors. Topar will supply the building. They are working on getting a supplier for the materials and then will provide cost estimates. Bob would like to get the concrete and plumbing work completed before the weather becomes a slowing factor. He has already met with Fred Lopez Concrete and will discuss the plumbing with Fernandez Plumbing soon. He is also working on getting bids for the interior walls.

**8. Costs and benefits of monthly meter reads** – Nancy suggested a flat fee per meter read rather than an hourly wage plus mileage. Bob made a motion to pay \$2 per read and continue monthly meter readings for the next 6 months and then reevaluate. RC 2<sup>nd</sup>. Motion passed.

**9. Other business** – Nancy and Abby are working on the 2019 preliminary budget. The budget will be presented to the board and approved before the October 15th deadline.

**10. Adjourn** – Meeting was adjourned at 10:18

**SFTR Metro District**  
**109 West Main St, Trinidad, CO**  
**9:00 AM, 19 Dec. 2018**

**Robert L. Scott, President**

**Rick Kinder, Vice President**

**Nancy Allred, Secretary / Treasurer**

**Billy Hughes**

**RC Ghormley**

**1. Call to order** – Bob called the meeting to order at 9:03 AM.

**2. Proof of notice** – Posted at Century Financial Group, County Courthouse, Guard Shack and Bulletin Board on SFTR. Also published in the Chronicle News.

**3. Roll Call** – All present. 2 Guests: Val Allred & Abby Tamburelli

**4. Determination of Quorum** - Yes

**5. Approval of minutes of last meeting** – Billy made a motion to accept the minutes from the last meeting. Nancy 2<sup>nd</sup> the motion. Motion passed. Minutes were approved.

**6. Approval of 2019 budget** – Nancy went over the 2019 budget. No changes were needed. Bob made a motion to approve the 2019 budget as submitted by Nancy. Rick 2<sup>nd</sup> the motion, all in favor. Motion passed. Abby will submit the budget to the state before the January 31, 2019 deadline.

**7. System status** – The board is still closely monitoring the water system and making improvements. They haven't forgotten about the lines on Alpine Meadow-north, Mountain Meadow, Bobcat Court, and Coyote Track that continue to freeze from time to time. Until these lines freeze they can't address the issue.

Rick presented the water testing lab results. He is still continuing to submit 2 test samples. The annual report will be completed in May 2019.

## **8. Metro Operations Center**

**A. Owners Rep report** – So far the foundation and cement is finished. The building itself has been ordered from Topar but they haven't given an arrival date. San Isabel is installing power today. Bob is getting a quote from Baca Construction for inside construction and plumbing. He discussed some possible items and cost estimates for furnishing the MOC. Bob will meet with Brian at NBH bank so start working on requisition #3.

## **9. Other business - None**

## **10. Adjourn** – Meeting was adjourned at 9:46 AM

**8. Develop initial use policy for MOC meeting room** The submission of the Advisory Committee meeting with Nancy was reviewed. It was decided that initially, the meeting room could be used by any SFTR property owner for any community wide activity. Anyone desiring to schedule an event should contact Nancy for details.

## **9. System status**

**A. Review Sanitary Survey results** – A meeting is being scheduled with the CDPHE to discuss the possible requirement that the Metro assume responsibility for customer cistern configuration and system connection.

**B. Pending repairs** – Unaccounted for water loss is our priority. We are currently surveying the tank 2 and 3 systems to locate possible leaks. There is also the possibility that our current water meters are not registering very low flow, as would be common with cisterns controlled by float valves. This is being researched.

**10. Directors matters** – None additional

**10. Adjourn**