

LOMA LINDA METROPOLITAN DISTRICT
BOARD MEETING
PAGOSA SPRINGS, CO 81147
March 11, 2015
Approved May 13, 2015

Call to Order

President John Porco called the meeting to order at 7:02 p.m. Other Board members present were Roger Jensen, Don Haywood, Don Beach and Bill Trimarco. Lisa Jensen, administration contractor, attended and took minutes.

Minutes

Roger Jensen moved; Don Beach seconded a motion to approve the minutes of the regular board meeting held January 14, 2015 as presented. Motion carried unanimously.

Treasurer's Report and Payment of Bills

Don Haywood presented the Treasurer's report for January 31 and February 28, 2015. He noted the February 28, 2015 Balance Sheet shows \$4,014 in the Conservation Trust Fund account and \$158,526 in the general account, for a total bank balance of \$162,540. Taxes Receivable are \$51,583. Total fixed assets are \$18,000. Total assets are \$232,519. Total Equity is \$180,936.

The Profit & Loss Budget vs. Actual YTD for February 2015 shows actual YTD Income from County Treasurer of \$3,996 compared with \$14,295 budget; actual YTD Total Income of \$4,051 compared with \$14,482 budget. Road Maintenance Expense actual YTD \$5,338 compared to \$21,451 budget. Total Expenses actual YTD \$6,675 compared with \$24,312 budget. Net ordinary income actual YTD -\$2,624 compared with budget -\$9,829. Haywood noted that we are only two months into the budget year so YTD is not indicative of much.

Haywood noted cash disbursements on the February 28 and January 31, 2015 reports.

Haywood presented bills to be paid: \$56 to USPS; \$231 to Wilson, Rea, Beckel & Associates for accounting; \$500 to Michael Branch; \$335 to United Mini Storage and \$2,702 to Honda Hauls.

Roger Jensen moved; Don Beach seconded a motion to approve the Treasurer's Report as presented. Motion carried unanimously.

Old Business

- ***Snow Plowing and Winter Road Maintenance***

- ***Clarification of Honda Hauls Retainer***

Bill Trimarco presented information clarifying that the \$600 monthly retainer to Honda Hauls during winter months is for snowplowing only, not for road grading or other work. He explained that per this agreement, Honda Hauls is on call for snowplowing during the winter, with Loma Linda a priority for snow removal. He also noted that Honda Hauls regularly inspects the roads and grader and does not bill the Metro District for this service. The LLMD Board agreed that the \$600 per month retainer paid to Honda Hauls from November through March is for snowplowing services only, not grading or other road work.

- ***Winter Road Maintenance Protocols***

Bill Trimarco presented a chronology and temperature recordings from October 27 to December 5, 2014 to illustrate that road grading is not feasible when roads are frozen. The LLMD board noted that the grading they requested in late November, 2014 was to address large potholes and constituent complaints. The LLMD will address future winter road maintenance next winter.

Bill Trimarco clarified the road maintenance protocol is to first clear one lane through the subdivision. Honda Hauls usually follows a route from Saddleback to Bonita to Eight Mile Loop to Lookout and Loma Vista Courts, then Loma Linda Drive, San Juan and Buck Drive.

- ***Enforcement of Snow Removal Violations***

John Porco explained that state law prohibits obstructing roadways but does not state one cannot plow across roads. There are currently two constituents who have violated this statute; Porco left written notice for one and will mail a letter to the other after email attempts bounced. The LLMD has no enforcement authority other than charging people for the cost of extra work when warranted.

Bill Trimarco spoke with Bruce Quintana, Archuleta County Road and Bridge Department Supervisor about the County's enforcement protocols. Quintana said the County plow drivers inform people when they see them piling snow on the roads that they should not do so, but the County currently has little enforcement authority.

Lisa Jensen spoke with Todd Starr, Archuleta County Attorney, who said this is a timely issue as the County has been discussing parking and other road violations. The County plans to adopt a Model Traffic Code, likely this June to July, which will codify the rules and give the County enforcement authority in time for next winter. Starr will ensure Metro Districts are invited to give input through this process. Discussions should include clarification that the County Sheriff's Department will enforce rules within Metro Districts.

- ***Section of Road in Front of Mailboxes***

The LLMD board discussed how to mitigate the mud in front of the mailbox structure. Don Haywood knows a contractor who can haul small (pick-up) loads of gravel.

Don Haywood moved; Roger Jensen seconded a motion to authorize up to \$1,000 from the Road Maintenance Fund to apply gravel in front of the mailboxes. Motion carried unanimously.

- ***Newsletter***

John Porco has not sent the newsletter, should by April. Don Haywood offered his assistance.

- ***LLMD Website***

John Porco said that Becky Herman has offered to maintain a website for the LLMD at no cost. Her contact with the Audubon Society website can set up a website in 8 to 10 hours, at \$25 per hour. Becky will research domain names. **Roger Jensen moved; Don Haywood seconded a motion to authorize up to \$600 for formation of a website. Motion carried unanimously.**

New Business

- ***Resolution 2015-2 Resolution to Approve Exemption from Audit for 2014***

Roger Jensen moved; Don Beach seconded Resolution 2015-2 to Approve Exemption from Audit for 2014. Resolution carried unanimously. Don Haywood will bring the signed resolution to Lisa Quiller at WRB & Associates to deliver to Michael Branch.

- ***Report on HUTF Meeting with County***

Bill Trimarco and Lisa Jensen attended. Metro Districts will receive 10 percent less than expected of the Tier 3 funds. This 10 percent is an adjustment for bridge decks and will be allocated amongst the two special districts' (San Juan River Village and Aspen Springs) and the County's bridges. The County will provide a complete breakdown of allocations. Total LLMD budgeted HUTF revenue is \$29,000 though we don't know how much of this is Tier 3 funds; the 10 percent reduction will thus not be more than \$2,900.

Lisa Jensen filed Local Government Contact Update form on January 11, 2015 with Colorado Division of Local Government; Archuleta County Board of County Commissioners, County Clerk and Recorder, Assessor, Treasurer; and Town of Pagosa Springs Town Manager. She also filed the 2015 Transparency Notice on January 11, 2015 and the 2015 Budget Transmittal to State on January 12, 2015.

- ***Don Beach Resignation***

Don Beach tendered his resignation from the LLMD Board. He noted that Dave Parker may be interested in serving. On behalf of the Board of Directors, John Porco thanked Don for his service on the board, expressed his appreciation and understanding. The board will approach Dave Parker, and will also seek interest by posting notices on the bulletin board, in the newsletter to constituents and at the Loma Linda Subdivision Homeowners Association meeting. The board expects to appoint a replacement at the May, 2015 board meeting.

Correspondence

Don Haywood presented an annual contract from Wilson, Rea, Beckel & Associates for accounting services to be executed. **Don Haywood moved; Bill Trimarco seconded a motion to hire Wilson, Rea, Beckel & Associates** for another year.

Don Haywood presented a letter from Archuleta County Elections Office requesting indication of whether the Special District intends to be included on the Archuleta County Coordinated General Election Ballot. The form also notes that the County must have correct boundaries, and states the County can send out a locator list for verification purposes. Lisa Jensen responded to this letter in January; she indicated the LLMD will not be included in the Coordinated General Election Ballot and requested a locator list in case the LLMD does hold elections in the future. (With the change in election laws in 2014, the LLMD may have to maintain its own voter list if we held an election.) The County Elections Office acknowledged receipt of her response but did not send the locator list. Jensen will follow up. She tried to ensure the County has a correct boundary map last fall; June Madrid, County Clerk and Recorder indicated the County has what it needs from LLMD.

Open Discussion

None

Adjournment

Don Beach moved; Roger Jensen seconded a motion to adjourn the meeting. The motion carried unanimously. The meeting was adjourned at 8:23 p.m.

The Loma Linda Metropolitan District Board meets the second Wednesday of every odd-numbered month at 7:00 p.m. The current meeting place is 555 Loma Vista Court.

2015 Meeting Dates

√ **January 14**

√ **March 11**

May 13

July 8

September 9

November 11