

# Mesa Cortina Water & Sanitation District

## Board of Directors Meeting Tuesday, January 8, 2019 Silverthorne Fire Station

### Attendance

**Board:** Stan Wagon, Jon Whinston, Billy Jack, Randy Rehn, Greg O'Neil

**Others:** Jeff Leigh, District Manager; Michael Kurth, Summit Bookkeeping

### Meeting was called to order at 5:15 PM

**Minutes:** *A motion was made by Stan Wagon and seconded by Billy Jack to approve minutes of the November 8, 2018 meeting. Motion unanimously approved.*

**Financials:** Financial reports through the end of November 2018 were sent via e-mail to the Board members. The income is tracking above budget mainly due to additional tap fees collected for new home construction projects and less spending on capital projects than anticipated. The year-to-date expenses are tracking well below budget numbers. Year to date net income is at \$156,908.

It was noticed that there are a couple of owner's accounts that are more than two quarters behind on the payment of their invoices. Mike will send certified delinquency letters with details of the collection policy. It was also noted that if any of these properties are under Cortina Property Owners Association ARC review, their review deposits will not be released until balances are paid.

### Old Business: EQR's

The JSA has determined that there is plenty of capacity for the plant to expand to handle an additional 1000 EQR's. Mesa Cortina Water & Sanitation District's share of this would be approximately 9 to 10% or 25 EQR's. Based on the discussion and motion from the 11-8-18 meeting any new construction in excess of 1.0 EQR and construction addition of over .10 of an EQR will need board approval. This will remain in effect until the exact number of EQR's have been determined and granted to Mesa Cortina Water & Sanitation at which time the Board will review this policy.

### Capital Projects

Jeff reviewed a list of potential capital projects that is being requested by the County. There is the possibility of grant funds available to the District for Capital Improvements. MCW&S will present a list of projects totaling approximately \$576,000.

### Water Line Breaks

Jeff reviewed the details of the latest water line break. The break was not a bad break, as has been the case in most of the previous breaks. Jeff informed the Board that there have been 34 breaks since Mesa Cortina Water & Sanitation took of operation the system from the county. Jeff wanted to make the Board aware that there are a variety of reasons for breaks and that there is possibility of soil issues, inferior materials etc. and that we may see more of these in the future.

### **EQR Discrepancies**

Jeff also reviewed a list of nine properties where the EQR's that we have on file do not agree with the county records. In 8 of the cases we are under billing EQR's based on county records. There was discussion as to the accuracy of the county records and our records. Jeff will send letters to the properties in questions to get the discrepancies resolved. It was also suggested that when there is a change of owner or property transfer that the bedroom and bath count be verified.

### **I&I**

Jeff informed the Board that he has lined up DRC to do sewer line video for I&I in late April provided we have a good winter runoff.

### **Easement**

Jeff reviewed the easement request for the driveway which crossed the Mesa Cortina Water & Sanitation line for the Summit County planning department. The Board agreed they are in agreement with the easement terms.

### **Emergency Preparedness**

We have the option to participant or not participate in an Emergency preparedness plan that will explore potential mitigation that might minimize a potential disaster. This program is being put together by the Summit County Emergency Department. If we participate we could potentially receive Federal Funding in the event of a declared disaster. It was suggested that Jeff attend a meeting and assess whether this would be a worthwhile program for Mesa Cortina Water & Sanitation.

### **Audit**

Jeff informed the Board that Donna Braun has agreed to do the 2018 annual audit for the Mesa Cortina Water & Sanitation District.

### **Water Usage**

Jeff informed the Board that we had a large amount of water usage over the holidays. There is some concern that there is an undetected water line leak or break. Mike will supply Jeff and Greg O'Neil daily water reports that might help analyze water production verse water usage.

### **Meeting Location**

In the the near future the current meeting location will be need to be changed as the Fire Station will be moved. It was suggested that we explore the Silverthorne Library.

### **Emergency Contacts**

Billy suggested that we establish a list of emergency contacts that we can distribute to homeowners for posting in homes and rental properties. Stan will work on a draft of document for distribution to owners.

**Next Meeting:** The next Board meeting is scheduled for February 5th, at the Silverthorne Fire Station.

**Meeting was adjourned at: 7:00 PM**