

ASPEN SPRINGS METROPOLITAN DISTRICT

PO Box 488

Pagosa Springs, CO 81147

970-731-5656

A regular meeting of the Board of Directors, Aspen Springs Metropolitan District was convened on December 12th, 2023 at 6:00 p.m. at the Aspen Springs Metropolitan District building located on Metro Drive in Unit 5 Aspen Springs Subdivision. Elected board members Kenneth Barber, Pam Wallis, Kelly Evans, Eric Davidson, & appointee Chris DeVries were in attendance. Two employees attended. One property owner attended.

Call to Order

Meeting was called to order at 18:00 by Kenneth Barber

Approval of previous Minutes

- November's minutes were approved. – **Motion**: Kelly, 2nd: Pam, Passed unanimous

Public Works

- Carey: Have spent the majority of time over the past three weeks getting plows ready. Last big expense for the year will be chains.
 - Note: Standard chains last 3-5 years while hard-faced chains last over 15 years.
- Burned RV in right-of-way on Jackrabbit? **Pam to check**
- End of Oak – Property Owner has both sides of the road and is encroaching on the turn-around right-of-way. Need a similar clarification from the county as received re: Badger Place.
- Bluejay Place has similar encroachment concerns
 - **Eric** to contact Yari Arceneaux, Engineering Technician for Archuleta County for survey map assistance
- New steam cleaner is sitting in Albuquerque, which Carey will pick up next week. The invoice for the cleaner will be paid in January – 2024 budget.
 - Direct Deposit is working well for District employees (see below).
- Pam – No further info

Discussion with Teresa Williams, Attorney (via Conference Call)

- Initial introductions made around the table and Teresa gave a summary of her involvement / what she knew so far.
- “We are on a road to recoup the losses”, and the accounting service is the key to any loss recovery.
- All agree the accounting service was playing ‘fast and loose’ with District funds and was/is responsible to provide either insurance or deposits on-hand to cover such business losses without being a burden to the service.
- If we were to forward insurance check to DM along with proposed letter,

we would be exposing the district to not only restitution, but also potential damages.

- **MOTION:** Reverse/Nullify last month's vote. Return settlement funds to insurance company along with a letter explaining why. Send demand letter to Accounting firm, and one more letter to Desert Mountain stating that we are working on the issue 'in accordance with legal counsel'.
 - Motion made by Chris, Seconded by Pam, vote was unanimous.
 - **Teresa to:**
 - Send list of front-range accounting firms to board members
 - Make inquiries as to action(s) taken by other impacted entities – San Miguel, Montezuma, & La Plata counties
 - Compose letter to accompany check to Chubb Insurance
 - Compose demand letter to WRB&Assts.
 - Compose letter to Desert Mountain explaining our intentions
 - **Eric to:**
 - Determine route for returning insurance check & return w/ letter
 - Send Teresa any info on Quickbooks interception of two checks
 - **Complete Board to:**
 - Review accounting firm information and make recommendations for a decision prior to January's meeting

Treasurer's Report

- Kelly presented last month's financial data:

November	2023		
Total Cash Assets: \$471,741		Total Assets: \$2,152,142	
	MTD (\$)	YTD (\$)	% of Budget
Total Income	25,546	476,414	103
Property tax income		271,733	97.43
Water Depot Income		21,992	87.97
HUTF income		153,402*	105.79
Total Expenses	21,921	424,375	100
Primary/Major monthly expenses:	Wagner/CAT	\$20,958.14	
	Trinity Land	\$1,532.23	
	Digicom Ele.	\$1,957.20	

- * = HUTF income is higher than expected, but so variable it is not possible to base a budget off of it.
- **Motion** to approve November's Treasurer's Report: Eric, 2nd: Pam, Passed unanimous

Review SDA calendar

- ‘

Budget / Election

- New dates for 2024 income projections and budgets have been extended to January 2024 (Budget submitted to all interested entities by 10 Jan)
- **Resolution #12-12-23**
 - Amended 2023 budget submitted for approval, read into the record by Kenneth.
 - **Chris** to finalize spreadsheet and send to Eric in xls or pdf format
 - **Eric** to post budget and resolution on Website & Info Kiosks

Park

- Port-a-potty has been removed for the season
- Still need signs, but no action thus far.

Old Business

- Pam to sort out direct deposit issue with Randy
- Kelly applied for the matching grant funds for safety-related equipment and received \$3.3k for fire extinguishers and camera system

Lot Consolidations

- Lot Consolidation Requests this month.
 - None received
 - Notice of Property at Tax Lien Sale received & filed

New Business

- Carey: Can we get Snow Removal Guidelines posted on our website similar to Town of Pagosa and Archuleta County guidelines?
 - **Eric** to compose and add guidelines to website after approval

Property Owners' Concerns

- None received

Regular board meeting temporarily adjourned at 19:06

Executive Session to discuss payroll and employment issues

Session called to order at 19:06 by Kenneth Barber

Session was adjourned at 19:21 by Kenneth Barber

Regular board meeting resumed at 19:22

Meeting adjourned at 19:22 by Kenneth Barber