

Durango Hills Road District Number One Advisory Committee
Meeting Minutes
October 27, 2016
APPROVED

Formal notice was provided to La Plata County via Jan Mayer-Gawlik, and subsequently publically posted at the county administration building and in three locations within the road improvement district, regarding a meeting of the Durango Hills Road Improvement District Number One Advisory Committee. The meeting was announced by La Plata County to be conducted on October 27, 2016, and start at 6 PM. The meeting was to be conducted at the La Plata County Administrative Building at 1011 East 2nd Avenue, Durango, CO 81301 in the Training Room.

Said meeting was conducted as announced.

Date: October 27, 2016

Location: La Plata County Administrative Building at 1011 East 2nd Avenue, Durango, CO 81301 in the Training Room

Start Time: Meeting called to order by Advisory Board Chairman, Richard Woodbury, at 5:58 PM.

End time: Meeting closed at 7:36 PM.

Committee Attendees:

4 of 6 Committee members were present in person.

- Mark Pearson
- Dan Olson
- Jim Rockelmann
- Alan Shupe
- Richard Woodbury

1 sitting committee participated by phone and departed the meeting at 7:08 PM.

- Russell Kimble

There is one committee vacancy.

County Attendees:

- Diane Sorensen: County Finance Director
- Jim Davis: County Engineer

Members of the Public (who signed the sign-in sheet):

- Estella Koenig
- Bob Koenig
- Dan Featheringill
- Mary Rogers
- Steve Rogers
- Sora Pearson
- Howard Rachlin

- Sharyn Butler

Meeting Discussion and Directives:

Richard welcomed the public and Diane Sorensen.

Approve Minutes From 09/26/2016 Meeting

- After some discussion initiated by Alan Shupe who asked the Secretary to read a portion of the minutes, the minutes from the Committee's previous meeting on 9/26/2016 were approved as submitted by DHRID Secretary Dan Olson.

Old Business

- Work order variances
 - It had been suggested at the previous meeting that we could exceed individual budget line-item by up to 10%.
 - Richard Woodbury spoke to Devon Schmidt and clarified that there can be variances on individual invoices but we cannot go over the line-items established in the budget.
- Impact fee feasibility study
 - Richard Woodbury clarified with the County Attorney that the Advisory Committee does not have the ability to recommend an impact fee on new construction.
 - However, the County does have that ability and has conducted a study on the matter. If they were to enact such a fee, we would likely get a prorated amount of the County's overall income.
 - We do not know if the County plans to move forward with an impact fee.

District Resident Emails

- Dan Olson shared emails from received at the dhrid@silvermesa.net email address maintained by the Advisory Committee.
 - Charles Berglund asked if the committee had ever considered the use of a jackhammer for trenching culvert paths. The committee has used jackhammering, as recently as this summer, and while that is an option for the sandstone, it is not effective on the bedrock. Opportunities for its use will continue to be on the table.
 - Heidi Mugler commended the committee on its work.
 - Phil Hull asked that the committee consider widening the lower sections of road, prioritizing lower maintenance over higher portions of the road.

Fall Maintenance Summary

- Fall maintenance was completed two weeks ago today.
- Road at the bottom of the hill has held up well because of the application of mag chloride at 0.3 gals/sq. yard (County typically applies 0.5)
- Areas above did not get mag and are quickly wash boarding.
- Jim R. asked if we should have done less grading higher up in lieu of more mag

chloride lower down.

- Alan S. seconded the question and suggested we should focus on the lower sections of road more in lieu of maintaining upper sections with lower traffic.
- Russell Kimble suggested that we focus on some longer term capital improvement projects.
- Mark Pearson concurred with Jim R., and Alan S., suggested that we should not have done the steep section without mag application since they degrade so quickly.
- There was general agreement expressed by all committee members that in the future, steep sections need mag chloride if they are going to be graded, otherwise we are essentially wasting those dollars.
- Dan F. (resident) suggested that the road above Shupe's was actually worse than before grading.
- Bob K. (resident) asked if we could add more water to ensure that the application of mag chloride is done to maximum effectiveness.

Winter Maintenance Discussion

- Richard Woodbury presented snowfall averages (at his house) for the last 10 years, including an analysis of 10 year and 5-year averages.
- Recent 10-year average: 109.1 inches.
- Recent 5-year average: 97.8 inches.
- Also noted the first significant (greater than 6 inches) snowfall and last significant snowfall. Earliest was 10/10. Latest was 4/12.
- This data can be utilized when we consider our new winter maintenance contract to be worked on in February of 2017.
- Richard is in touch with the plow operator and plans to call for plowing when the depth at his house is 6 inches or greater.
- There is a culvert below Alan's house that is plugged and could lead to ice damming in the winter. Seems like it was a miss in our fall maintenance. Richard will take a look at it tomorrow to determine if any action is needed.

2017 Budget – Diane Sorensen

- Diane Sorensen shared the 2017 projected budget including fiscal year actuals back to 2013.
- Looking at the income side of the *proposed* budget:
 - Our property tax revenues are expected to go up. This is an anomaly across the county.
 - Total revenue is projected to be \$87,868. Of that:
 - \$77,891 is from property taxes.
 - \$5,500 is from specific ownership taxes (such as car registration fees).
 - \$2,002 is from other taxes.
 - \$2,475 is from other miscellaneous revenue (cell tower users).
- Looking at the expense side of the *proposed* budget:
 - Total expenses is proposed to be \$131,000, which includes a \$50,000 contingency line item. Of that:
 - \$30,000 is proposed for snow removal.

- \$50,000 is proposed for maintenance and grading.
- \$1,000 is proposed for miscellaneous expenditures.
- \$50,000 is proposed for contingencies (emergency expenditures).
- Committee members had significant discussion with Diane Sorensen about the definition of the fund balance, the definition and use of the contingency line item, the desirability of maintaining 2 years of operating expenses in the fund balance at all times, how the contingency line item should or should not be considered part of the fund balance from a conceptual perspective, and the benefit or drawbacks to continuing to build the fund balance or begin investing in capital improvement projects that might reduce ongoing maintenance costs.
- Dan Olson made a motion to approve the budget as presented by Diane with an addition of \$5,000 to the “grading and maintenance” line item.
- Mark Pearson seconded the motion.
- The committee continued discussion.
- Richard Woodbury called for a committee vote. All present voted in the affirmative. The motion passed unanimously.
- Richard Woodbury asked Diane what happens if – when we go out to bid with our contracts, the bids do not fall within the range of our proposed budget. In that case, we would be required to use our contingency funds to cover the difference.

Next Scheduled Meeting

- Four committee member positions expire at the end of January 2017.
- Devon Schmidt asked the committee send her our initial bid requirements at the beginning to the middle of February.
- To ensure that the newly seated committee members are not creating bid requirements from scratch, the committee agreed to meet next on Thursday, January 19 to begin crafting bid criteria.

Adjourn

- Motion to adjourn made by Dan Olson at 7:36. Seconded by Jim Rockelman. All in favor vote in the affirmative. Meeting adjourned.

Minutes compiled by Dan Olson on October 27, 2016.