

**HAMILTON CREEK METROPOLITAN DISTRICT**  
**BOARD OF DIRECTORS MEETING**  
Wednesday, March 11, 2015

**Attending Board Members:**

Tom Hand	Chuck Harris
Bill Ferris	Ann Beauprez

**Others Attending:**

Tom Oberheide, Administrator  
Kelly Baldwin, bookkeeper  
Ruth Carroll, HOA  
Bill Bonner  
Matt Willitts, Water Solutions  
Joachim ?, WaterSystems

President Tom Hand called the meeting to order at 3 PM.

**Minutes:**

The minutes from November 12, 2014 were approved as written (Ferris/ Beauprez, 4-0).

The minutes from the Emergency Board Meeting December 8, 2014 were approved with two amendments to correct faulty email transmission (Harris/ Ferris, 4-0).

The minutes from Executive Session February 20, 2015 were approved after correcting some inaccurate biographical data on our new administrator Tom Oberheide (Beauprez/ Harris, 4-0).

**Financial Report:**

Chuck Harris, treasurer, gave the financial report. Although the format was different, all data presented was comparable to prior reports and appeared to be in order. The report came in two forms and are attached. The first presentation was the Annual Budget for 2015 that showed no unanticipated expenses. The second presentation was Current Budget 1/1/15-2/28/15. Despite the turmoil caused by our prior administrator the board has guided HCMD through the transition without additional expense and has the district finances in a favorable position. The final presentation was a reconciliation of current bank accounts and is attached.

Kelly Baldwin, our new bookkeeper, presented an update on the transition to Quick Books, and is on task to have the conversion complete in time to put out the 1st Quarter water bills on 4/1/15. Chuck Harris reported that all but 6-8 homeowners have paid their 4th Quarter bills form 2014, with the majority noting the change of address, and Deb Polich of NP Systems cooperating to forward all those who mindlessly sent their payment to the old address.

The auditor who gave our finances a glowing report despite the data we have uncovered to the contrary, has failed to follow through with our request to look more closely at the whole year and specifically the water treatment plant finances. We

requested that Kelly Baldwin gently prod them along. We are encouraged that just today our bank called to report that their office had contacted them about some documents, and we gave permission for them to review. Stay tuned, the world appears to move very slowly.

Bill Bonner asked if we were pursuing the ability for electronic payment of water bills. Currently you can contact your bank, and set up a hybrid system where you can make the electronic payment, and your bank will cut a check to the HCMD, but we are unable to accept electronic payments directly at this time. Perhaps in the future when we have PO Box etc.

### **Water Operations:**

We were pleased to have Matt Willitts present and have him introduce Joachim ?, one of his long term employees who has been instrumental in getting our water treatment plant up and running. They reported that the discharge holding tanks that had some settling and leakage problems immediately after installation, are no longer showing any leaks during the latest test in November 2014.

There is some early evidence that the raw water pumps (installed in 2003) from the stream vault below the new treatment building may be failing. One of the two pumps is drawing more current and producing more pressure than the other. This causes the contactor to trip and a temporary fix was done by raising the limits. When we have snow melt off and easier access to the vault a closer inspection and analysis will be performed.

Another problem being investigated is with the computer system. The PLC loses its' program periodically, and this is happening qbout every two weeks currently. It is all under warranty and changing out the processor has not solved the problem. Next up is adding a memory card and redundant backup to be installed next week.

John Lewis of Mountain View Systems is coming in March for his annual visit. Serendipitously we had an electrician discover a wiring mistake from the initial installation on both filters when he was investigating why one of the filters kept blowing a fuse, corrected when a wire was found to be loose.

Lastly the board directed Ruth Carroll to have Bob Bruno of the Architectural Control Committee of the HOA send a site plan for new home construction on Hamilton Creek Trail to Tom Oberheide and Matt Willitts. They have begun excavation and their is some concern regarding septic placement on their rather tight lot.

### **Administrator's Report:**

Tom Oberheide reported that this year we have budgeted to have 26 septic systems pumped by Black Cat at similar price to last year. Any unusual expense such as digging to expose or longer that normal distances involved are billed to the individual homeowner. A motion was passed to approve (Ferris/Harris, 4-0).

Tom O. is working on getting all the old web addresses, passwords and phones etc. updated and current.

The mailbox project has reached and impasse. We do not know what MS or NP Systems has done about ordering a new pedestal. The pad has been poured and we have received county approval. Prior boxes were ordered from Page Specialty Company, 5877 So. Fulton Way, Greenwood Village, CO 80111. Phone 303-770-2842.

We are trying to get a pedestal to match what is all ready there, and possibly type IV with an additional 13 boxes, as their are 11 entities on the wait list. Chuck Harris has received all the keys from Deb Polich and Tom Oberheide as part of his administrative duties will keep track of all the box holders and back up keys.

The electronic monitoring system has been moved, and is working well with the exception of one unit. Matt and Tom O. will work together to get this unit replaced and reprogrammed. We are awaiting a new licensing agreement between ACLARA and EDWD which will list all entities currently using the system. If necessary a new IGA between EDWD and HCMD may be necessary.

**Legal Issue:**

The district filed a report with the Summit County Sheriff on 2/25/15 regarding the suspected malfeasance of our prior administrator. The deputy's report is on file, and we are awaiting assignment to a detective. Once this has taken place we will need to get some legal advice on how to keep their feet to the fire. It was suggested we have Bill Ferris and Bob Bruno talk to Jim Abrams LLB, who lives near Bob, and see if he is interested in some pro bono work?

**Insurance:**

Bill Ferris reported that he has contacted our insurance agent with Colorado Special Districts Property and Liability Pool. Their office is in Portland, OR and they have a TPA called Tri Star Risk Management. They have subcontracted the coverage to a Zurich firm and Bill has been in contact with their crime unit. Contact person is Nella Rosales, phone 720-962-0222, ext 3233. Cell 303-818-8475. [Nella.Rosales@tristargroup.net](mailto:Nella.Rosales@tristargroup.net) He is awaiting their forms. Unfortunately the policy has a \$100 deductible and a max pay out of 5K. He has sent a case # from the Sheriff's Department and the ball is in their court for the time being.

**Next Meetings:**

The next meeting will be Wednesday, June 10, 2015 in the Mount Royal Room of the County Commons. September meeting in Silverthorne library, and November meeting will be at Matt's Office in Dillon Valley.

The meeting was adjourned at 4:48 PM.

Respectfully Submitted,

Bill Ferris, Secretary