

**QUARTERLY MEETING OF THE BOARD OF MANAGERS  
OF SPECIAL IMPROVEMENT DISTRICT #2  
OF THE RIO GRANDE WATER CONSERVATION DISTRICT  
February 12, 2019, 9:00 a.m.  
Rio Grande Water Conservation District Conference Room  
Alamosa, Colorado 81101**

**Present:** Karla Shriver, President; Eric Hinton, Vice-President; Scot Schaefer, Secretary/Treasurer; Mark Deacon, BOM; Gerald Ziegler, BOM; Michael Schaefer, BOM; Harold Stoeber, BOM; and, Greg Higel, Ex-Officio

**Staff and Consultants:** Pete Ampe, Attorney; Cleave Simpson, General Manager; Amber Pacheco, Program Manager; Rose Vanderpool, Program Assistant; Chris Ivers, Deputy Program Manager; Linda Ramirez, Program Assistant; Clinton Phillips, Davis Engineering; and April Mondragon, Administrative Assistant.

**Guests:** Deb Sarason, Mike Kruse, Wade Henderson, Charles Stillings, Doug Cooper.

**Meeting Called to Order**

President Shriver called the meeting to order at 9:15 a.m. A quorum was present. The Pledge of Allegiance was recited.

**Approval of the Agenda**

President Shriver stated the order of the agenda items would be rearranged and “Election of Officers” was added to New Business. President Shriver asked for approval of the agenda. A motion was made by Mark Deacon to approve the agenda as amended. The motion was seconded by Eric Hinton and unanimously approved.

**Approval of the Minutes**

President Shriver asked for additions, corrections or a motion to approve the November 6, 2018, Quarterly Meeting minutes. A motion was made by Michael Schaefer to approve the minutes. The motion was seconded by Gerald Ziegler and unanimously approved.

President Shriver asked for additions, corrections or a motion to approve the November 30, 2018, Special Meeting minutes. A motion was made by Scot Schaefer to approve the minutes. The motion was seconded by Gerald Ziegler and unanimously approved.

**Public Comment**

President Shriver asked for public comment. There was none.

**Attorney’s Report**

President Shriver asked for the attorney’s report. Pete Ampe provide the Board with an update on the status of forbearance agreements and the Rules case.

President Shriver thanked Mr. Ampe for his report.

**Program Manager’s Report**

President Shriver asked for the Program Manager’s report. Amber Pacheco reported she was working on forbearance agreements and seeking water supplies. Ms. Pacheco updated the Board on potential appeals and contracts. Ms. Pacheco stated Subdistrict No. 3 is at the same stage as Subdistrict No. 2 and Subdistricts 4, 5 and 6 are continuing to work on their Plans of Water Management. Ms. Pacheco provided the Board with an update on the financials.

**Discussion on 2018 Fee Assessment and the Subdistrict’s Appeals Process**

President Shriver asked for a discussion on 2018 Fee Assessments and the Subdistrict’s appeal process. Amber Pacheco provided the Board with a refresher of the 2018 fee assessment amounts which were approved in December 2018. Ms. Pacheco demonstrated how to get information on Subdistrict No. 2 from the Rio Grande Water Conservation District website as well as how to file an appeal including the steps involved in the process.

### **Discussion and Possible Action on an Appeal of 2018 Subdistrict Assessment from Charles Stillings**

President Shriver asked for a discussion and possible action on the appeal of 2018 Subdistrict assessments for Charles Stillings. Amber Pacheco provided the Board with details of Mr. Stillings appeal as well as staff recommendations. Charles Stillings requested to table his 2018 Subdistrict assessment appeal in order to provide him more time to review the numbers. A motion was made by Scot Schaefer to table the appeal. The motion was seconded by Michael Schaefer and unanimously approved.

### **Discussion and Possible Action on Participation Contracts**

President Shriver asked for a discussion and possible action on Participation Contracts. Amber Pacheco provided the details associated with the following proposed participation contracts including the well information:

1. Wanda Couzens-Smith- A motion was made by Michael Schaefer to approve the Participation Contract with no additional fees. The motion was seconded by Harold Stoeber and unanimously approved.
2. Meadowbrook Village Townhome Association-A motion was made by Scot Schaefer to approve the Participation Contract with no additional fees. The motion was seconded by Eric Hinton and unanimously approved.

### **Discussion Regarding Banking Needs and Possible Action on Banking Resolution**

President Shriver asked for a discussion regarding banking needs and a banking resolution. Amber Pacheco stated a resolution would need to be passed in order for the Subdistrict to open an account and to allow the signatories on the bank account. Discussion was held on which local bank the Subdistrict should use. A motion was made by Gerald Ziegler to direct staff to research local banks along with fees and decide which local bank would best suit the Subdistrict. The motion was seconded by Eric Hinton and unanimously approved. A motion was made by Gerald Ziegler to have one member of the Board and one member of staff as signatories on the Subdistrict's checks. The motion was seconded by Harold Stoeber and unanimously passed.

### **Discussion on Replacement Sources and Preparation for the 2019 Annual Replacement Plan**

President Shriver asked for a discussion on replacement sources and preparation for the 2019 Annual Replacement Plan. Amber Pacheco provided the Board with a reminder of where each Subdistrict owes depletions and how much water is available in storage. President Shriver reported the Commonwealth Irrigation Company approved forbearance agreements in the amount of \$5.00 for Subdistricts No. 1, 2 and 3. Ms. Pacheco highlighted the status of replacement supplies ahead of the Annual Replacement Plan and reported on the discussions taking place with the other ditch companies regarding forbearance agreements. Ms. Pacheco stated the Subdistrict will request an allocation from the Closed Basin Project to cover the winter impacts. Ms. Pacheco highlighted the importance of building up a portfolio of water which would avoid the need for a guarantee from the District.

### **New Business**

President Shriver asked for new business. Pete Ampe explained how the Subdistrict will handle a change in groundwater application type within the five-year running average for fee calculations.

### **Election of Officers**

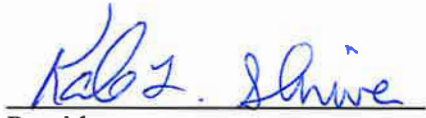
President Shriver asked for the Election of Officers. Pete Ampe opened the floor for nominations for President or a nomination to retain the entire slate of officers. A motion was made by Gerald Ziegler to retain the current officers. The motion was seconded by Eric Hinton and unanimously approved.

### **Next Meeting**

The next special meeting will be held on April 5, 2019 at 9:00 a.m.

**Adjournment**

President Shriver asked for a motion to adjourn the meeting. A motion was made by Gerald Ziegler to adjourn the meeting. The motion was seconded by Harold Stoeber and unanimously approved. The meeting was adjourned at 11:05 a.m.



President



Secretary/Treasurer