

RECORD OF PROCEEDINGS
SAN JUAN WATER CONSERVANCY DISTRICT
JUNE 15, 2020 REGULAR MEETING

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6Attendance

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8All Board Members and attendees present participated via the District's conference call
9account in accordance with the CDC and CDPHE recommendations regarding COVID –
1019.

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12The following Directors were present: Al Pfister, Susan Nossaman, Candice Kelly, Bill
13Hudson, and Doug Secrist.

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15Also present were: Jeff Kane, Renee Lewis, and Chris Mannara.

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17Call to Order

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19The Regular Meeting for the San Juan Water Conservancy District (SJWCD) was called
20to order by Chairman Al Pfister at 5:03 p.m.

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22Revisions to Agenda

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24Chairman Pfister requested items #8 – Discussion Regarding Hiring Consultant for
25West Fork Reservoir Water Rights and #9 – Consideration of Resolution 2020 – 02 –
26Resolution to Adopt Records Management Manual for Colorado Special Districts be
27moved ahead on the agenda to accommodate the attendance of the District's attorney,
28Jeff Kane. Director Hudson requested Consideration of Future Meetings Taking into
29Account the CDC and CDPHE Recommendations Regarding COVID – 19 be added to
30the agenda. Director Kelly requested Consideration of Pagosa Area Water and
31Sanitation District (PAWSD) Subcommittee to Revise the PAWSD Drought
32Management Plan be added to the agenda. Chairman Pfister informed the Board he
33has requested to be a member of said subcommittee; as such, Director Kelly withdrew
34her request as the District should then be represented. The Board agreed to all
35remaining revisions.

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37Declaration of Conflicts of Interest

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39The Board considered Declarations of Conflicts of Interest. No conflicts were declared.

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41Public Comment

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43Chairman Pfister opened the meeting to public comment. No comments were offered.

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45Attorney Report

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47The Board considered Attorney Report (copy attached). Jeff Kane presented
48Consideration of Attorney Report, stating he anticipates a resolution in the next month
49regarding Settlement with PAWSD and Boot Jack, LLC on the Following Water Rights
50Cases: 17CW3030; 17CW3041; 17CW3043; 17CW3050, and 18CW3051. He also
51stated that he had discussed the use of Impact Fee Ordinance Funds in 2020 with the
52Town of Pagosa Springs Attorney. The two agreed the next step in this matter would be
53to send the Town Manager a letter once a project is identified regarding the total
54amount of Impact Fee Ordinance Funds received, note the separation of accounts, and
55the intended expenditure of those funds on said project in 2020/2021. Mr. Kane
56provided the Board with an update on the Board Member Appointments in stating he
57intended to amend his original motion to District Court to include Director Secrist. A
58motion was made by Director Hudson and seconded by Director Kelly to authorize Mr.
59Kane to amend his original motion to District Court regarding Board Member
60Appointments to include both Directors Porco and Secrist. The motion passed 4 – 0
61with Director Secrist abstaining. Lastly, Mr. Kane provided an overview of his August
6220, 2018 memo regarding Board Member fiduciary duties and Board Members writing
63articles for public dissemination. Following some discussion regarding Board Members
64writing articles for public dissemination, a motion was made by Director Hudson and
65seconded by Director Nossaman to table the discussion until the Board was able to
66meet in person to share ideas and supporting documents and that no Board Member
67will write an article regarding SJWCD for public dissemination until after this meeting
68has occurred. The motion passed unanimously.

69

70Approval of April 20, 2020 Regular Meeting and May 18, 2020 Special Meeting
71Minutes

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73The Board considered Approval of April 20, 2020 Regular Meeting and May 18, 2020
74Special Meeting Minutes (copy attached). Chairman Pfister presented Approval of April
7520, 2020 Regular Meeting and May 18, 2020 Special Meeting Minutes, stating he had
76provided his minor revisions to Renee Lewis prior to the meeting. Director Hudson
77requested the Board take action through motions rather than informally providing
78direction. The Board agreed to do so when appropriate. A motion was made by
79Chairman Pfister and seconded by Director Hudson to approve the April 20, 2020
80Regular Meeting and May 18, 2020 Special Meeting Minutes as presented. The motion
81passed 5 – 0 regarding the April 20, 2020 Regular Meeting Minutes and 4 – 0 with
82Director Secrist abstaining on the May 18, 2020 Special Meeting Minutes as he was not
83present at the meeting.

84

85Discussion Regarding Hiring Consultant for West Fork Reservoir Water Rights

86

87The Board considered Discussion Regarding Hiring Consultant for West Fork Reservoir
88Water Rights. Chairman Pfister presented Discussion Regarding Hiring Consultant for
89West Fork Reservoir Water Rights, stating he would like for the Board to initiate the
90process for hiring a consultant to analyze the alternatives for the West Fork Reservoir
91water rights. Jeff Kane agreed it would be good to initiate this process as the filing
92deadlines for these water rights are in June 2021. A motion was made by Director

93Hudson and seconded by Director Secrist for the Executive Committee to present a
94draft Request for Proposal regarding West Fork Reservoir water rights for the Board's
95consideration. The motion passed unanimously.

96

97**Consideration of Resolution 2020 – 02 – Resolution to Adopt Records**

98**Management Manual for Colorado Special Districts**

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100The Board considered Resolution 2020 – 02 – Resolution to Adopt Records
101Management Manual for Colorado Special Districts (copy attached). Chairman Pfister
102presented Consideration of Resolution 2020 – 02 – Resolution to Adopt Records
103Management Manual for Colorado Special Districts, stating he had requested Jeff Kane
104comment on this agenda item. Mr. Kane stated he would need to research the matter
105as he was not familiar with the process. A motion was made by Director Hudson and
106seconded by Director Secrist to authorize Mr. Kane to research the Records
107Management Manual for Colorado Special Districts and report back to the Board. The
108motion passed unanimously.

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110**Consideration of Treasurer's Report**

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112The Board considered Treasurer's Report (copy attached). Director Kelly presented the
113Treasurer's Report, stating the highlights of the deposits, expenses, and ending
114balances. Director Kelly also stated she would be moving \$25,000 from the District's
115operating checking account to the ColoTrust account.

116

117**Consideration of Strategic Plan – Goals & Objectives and Colorado Water Law**

118**Sections**

119

120The Board considered Strategic Plan – Goals & Objectives and Colorado Water Law
121Sections (copy attached). Renee Lewis presented Consideration of Strategic Plan –
122Goals & Objectives and Colorado Water Law Sections, stating she had provided the
123Goals & Objectives section of the Strategic Plan, with the exception of Goal 5, in the
124meeting materials sent on June 5th and 14th and the Colorado Water Law section on
125June 15th. In an effort to meet the Strategic Plan Schedule deadlines, she requested
126the Board consider reviewing, commenting, and approving each of the provided
127sections. The Board provided preliminary approval for Goals 1, 3, 4, and 6. Ms. Lewis
128committed to further revisions on Goal 2 and the Colorado Water Law section in track
129changes for the July 20, 2020 Special Meeting. Chairman Pfister agreed to provide
130material for Goal 5 for the July 20, 2020 Special Meeting.

131

132**Consideration of Letter of Agreement for Website Hosting – SJWCD and Bill**

133**Hudson**

134

135The Board considered Letter of Agreement for Website Hosting – SJWCD and Bill
136Hudson (copy attached). Director Hudson presented Consideration of Letter of
137Agreement for Website Hosting – SJWCD and Bill Hudson, stating the terms of the
138agreement as being for website hosting through his service at no cost to the District so

139long as he is a SJWCD Board Member. A motion was made by Chairman Pfister and
140seconded by Director Kelly to authorize the execution of the Letter of Agreement for
141Website Hosting – SJWCD and Bill Hudson. The motion passed 4 – 0 with Director
142Hudson abstaining.

143

144**Discussion Regarding Southwest Basin Implementation Plan Update**

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146The Board considered Discussion Regarding Southwest Basin Implementation Plan
147Update. Chairman Pfister presented Discussion Regarding Southwest Basin
148Implementation Plan Update, stating that remaining on schedule with the Strategic Plan
149is of the utmost importance as the Colorado Water Conservation Board is in the process
150of having consultants travel each of the Basins within the state, as part of the Basin
151Implementation Plan revision process, to survey water organizations regarding projects
152and priorities.

153

154**Discussion Regarding Preliminary Determination of Reservoir Size**

155

156The Board agreed to table this item to the July 20, 2020 meeting.

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158**Update Regarding Request for Information Regarding Future Use of Running Iron**
159**Ranch**

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161The Board considered Update Regarding Request for Information Regarding Future
162Use of Running Iron Ranch. Chairman Pfister presented Update Regarding Request for
163Information Regarding Future Use of Running Iron Ranch (RFI), stating that he had
164requested delaying the RFI from the PAWSD Board and had received approval. He
165also stated he had preliminary discussions with an area representative from Colorado
166Parks & Wildlife that was productive and yielded an additional meeting with other
167appropriate parties. Director Secrist stated that he would like to attend said upcoming
168meeting. Chairman Pfister agreed to include him in the meeting correspondence.

169

170**Consideration of Future Meetings Taking into Account the CDC and CDPHE**
171**Recommendations Regarding COVID – 19**

172

173The Board considered Future Meetings Taking into Account the CDC and CDPHE
174Recommendations Regarding COVID – 19. Director Hudson presented Consideration
175of Future Meetings Taking into Account the CDC and CDPHE Recommendations
176Regarding COVID – 19, stating the PAWSD Board had its most recent meeting both in
177person and remote access and he would like SJWCD to do the same. Following some
178discussion regarding logistics, the Board agreed to try both an in-person and remote
179access meeting on July 20, 2020. A motion was made by Director Secrist and
180seconded by Director Hudson to authorize expending funds for one upgrade to the
181District's remote access account in order to improve the conferencing capabilities. The
182motion passed unanimously.

183

184There being no further business to come before the Board, the meeting was adjourned
185at 7:06 p.m.

186

187Respectfully submitted,

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189

190Renee Lewis

191Recording Secretary

192For the Board of Directors

193

DRAFT