

1 **RECORD OF PROCEEDINGS**
2 SAN JUAN WATER CONSERVANCY DISTRICT
3 APRIL 20, 2020 REGULAR MEETING
4
5

6 **Attendance**

7
8 All Board Members and attendees were participated via the District's conference call
9 account in accordance with the CDC and CDPHE recommendations regarding COVID –
10 19.

11
12 The following Directors were present: Al Pfister, Susan Nossaman, John Porco,
13 Candice Kelly, Bill Hudson, and Doug Secrist.

14
15 Also present were: Jeff Kane, Renee Lewis, Amanda Kuenzi, and Chris Mannara.

16
17 **Call to Order**

18
19 The Regular Meeting for the San Juan Water Conservancy District (SJWCD) was called
20 to order by Chairman Al Pfister at 5:05 p.m.

21
22 **Revisions to Agenda**

23
24 Director Hudson asked the Consideration of Financial Support for Forests to Faucets
25 agenda item be moved closer to the beginning of the agenda to accommodate the
26 attendance of the Mountain Studies Institute representative, Amanda Kuenzi. Director
27 Hudson also asked that Discussion Regarding Agenda Items for Next Meeting be added
28 to the agenda. Chairman Pfister asked that Discussion Regarding Future Meeting
29 Format and Technology be added to the agenda. The Board agreed to all items.

30
31 **Declaration of Conflicts of Interest**

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

34
35 **Public Comment**

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

38
39 **Consideration of Financial Support for Forests to Faucets**

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41 The Board considered Financial Support for Forests to Faucets (copy attached).
42 Amanda Kuenzi, Mountain Studies Institute, presented Consideration of Financial
43 Support for Forests to Faucets, stating the program would be touring the Upper San
44 Juan River watershed this summer. Ms. Kuenzi also provided an overview of the
45 program and fielded questions from the Board. A motion was made by Director Hudson

46and seconded by Director Kelly to contribute \$500.00 to the program from the Public
47Education line item in the 2020 SJWCD Budget. The motion passed unanimously.

48

49**Update Regarding SW Basin Implementation Plan**

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51The Board considered Update Regarding SW Basin Implementation Plan. Chairman
52Pfister presented Update Regarding SW Basin Implementation Plan, stating the
53Colorado Water Conservation Board was in the process of having consultants travel
54each of the Basins within the state, as part of the Basin Implementation Plan revision
55process, to survey water organizations regarding projects and priorities; thus,
56necessitating the completion of the SJWCD Strategic Plan.

57

58**Approval of February 3, 2020 Regular Meeting and March 2, 2020 Special Meeting**
59**Minutes**

60

61The Board considered February 3, 2020 Regular Meeting and March 2, 2020 Special
62Meeting Minutes (copy attached). Chairman Pfister presented Approval of February 3,
632020 Regular Meeting and March 2, 2020 Special Meeting Minutes, stating the
64February 3, 2020 minutes failed to capture the confirmation of the Executive Committee
65as Chairman Pfister (President), Director Porco (Secretary), and Renee Lewis
66(Management Consultant) under the Election of Officers agenda item. The Board
67agreed to the amendment. Chairman Pfister also noted a typo on line 32 of the March
682, 2020 meeting minutes. The Board again agreed to the amendment. A motion was
69made by Chairman Pfister and seconded by Director Secrist to approve the February 3,
702020 Regular Meeting and March 2, 2020 Special Meeting Minutes as amended above.
71The motion passed unanimously.

72

73**Consideration of Attorney Report**

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75The Board considered Attorney Report (copy attached). Jeff Kane presented
76Consideration of Attorney Report, stating he is of the opinion that SJWCD can use the
77impact fees collected by the Town of Pagosa Springs on its behalf for
78Engineering/Studies/Surveys pertaining to water infrastructure/projects. He suggested
79the Board begin discussions with the Town in this regard. Chairman Pfister agreed to
80contact the Town Manager. Mr. Kane also provided an update regarding several water
81rights cases that are currently being negotiated for settlement. The Board agreed Mr.
82Kane should continue under the authority provided at the February 3, 2020 meeting to
83negotiate these cases for settlement as discussed. Mr. Kane committed to informing
84the Board should the terms of settlement depart from what was originally discussed.

85

86**Consideration of Treasurer's Report**

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88The Board considered Treasurer's Report (copy attached). Director Kelly presented the
89Treasurer's Report, stating the highlights of the deposits, expenses, and ending
90balances. The Board also discussed the need for an Investment Policy, but ultimately
91agreed by majority to wait until the impacts of COVID – 19 were more clear.

92

93 **Consideration of SJWCD Website Hosting**

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95 The Board considered SJWCD Website Hosting. Director Hudson presented
96 Consideration of SJWCD Website Hosting, stating he received notification of the SSL
97 Certificate expiration from the current host of the SJWCD website, and he would be
98 willing to provide the same service to the District free of charge. The Board asked
99 Director Hudson to inquire about the cost of the new SSL Certificate and report back to
100 the Board at the May 2020 meeting.

101

102 **Consideration of Professional Consulting Agreement – RGL Consulting, LLC**

103

104 The Board considered Professional Consulting Agreement – RGL Consulting, LLC
105 (copy attached). Renee Lewis, RGL Consulting, LLC, presented Consideration of
106 Professional Consulting Agreement – RGL Consulting, LLC, stating the Professional
107 Consulting Agreement provided in the meeting materials captures the discussion on
108 March 2, 2020 including a Schedule of Deliverables as Attachment A. Director Kelly
109 expressed a concern that with the additional duties added of Recording Secretary and
110 project lead on the Strategic Plan drafting the not to exceed amount of \$12,000 might
111 be insufficient. Ms. Lewis and the Board agreed to closely monitor the expenditures
112 and amend the agreement if necessary to complete the scope of work. A motion was
113 made by Chairman Pfister and seconded by Director Hudson to approve the
114 Professional Consulting Agreement – RGL Consulting, LLC and closely monitor the
115 expenditures for said agreement. The motion passed unanimously.

116

117 **Consideration of Request for Information Regarding Future Use of Running Iron**
118 **Ranch**

119

120 The Board agreed to move this item up on the agenda so as to have the attorney
121 provide any necessary guidance. The Board considered Request for Information
122 Regarding Future Use of Running Iron Ranch. Chairman Pfister presented
123 Consideration of Request for Information Regarding Future Use of Running Iron Ranch,
124 stating he and the subcommittee have met with the Pagosa Area Water and Sanitation
125 District subcommittee and have been tasked with drafting a Request for Information for
126 the public to comment regarding the future use of Running Iron Ranch. Jeff Kane
127 stated SJWCD must maintain its deliberation in the San Juan River Headwaters Project
128 being a viable use of the property. Director Hudson suggested the Board decide what
129 size the reservoir should be prior to drafting the Request for Information. A majority of
130 the Board agreed that was too difficult of a decision to make at this time without more
131 information. Director Secrist specifically did not want a proposed reservoir size to be
132 included in the Request for Information. A motion was made by Chairman Pfister and
133 seconded by Director Porco to proceed with drafting the Request for Information using
134 three potential reservoir sizes on the Running Iron Ranch for the public to review and
135 submit comments. The motion passed 4 – 2 with Directors Hudson and Secrist
136 opposed. A motion was made by Chairman Pfister and seconded by Director Kelly to
137 have the subcommittee of Chairman Pfister, Director Porco, and Director Secrist draft

138the Request for Information and present to the Board for approval. The motion passed
1395 – 0. Director Hudson abstained.

140

141**Update Regarding Earth Day Event**

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143The Board considered Update Regarding Earth Day Event. Chairman Pfister presented
144Update Regarding Earth Day Event, stating that due to COVID – 19 most events were
145either canceled or moved to an online format; therefore, SJWCD would not be hosting a
146table this year.

147

148**Consideration of Board Member Emails**

149

150The Board considered Board Member Emails. Director Kelly presented Consideration
151of Board Member Emails, stating SJWCD should have a policy for Board Members
152deleting emails in their SJWCD account. Renee Lewis stated she could research
153Colorado State Archives regarding that question and how to adopt a Document
154Retention Policy. The Board directed Ms. Lewis to do as suggested.

155

156**Discussion Regarding Future Meeting Format and Technology**

157

158The Board considered Discussion Regarding Future Meeting Format and Technology.
159Chairman Pfister presented Discussion Regarding Future Meeting Format and
160Technology, stating the options for future meetings due to the CDC and CDPHE
161recommendations regarding COVID – 19 are limited to Zoom and conference call. A
162motion was made by Director Hudson and seconded by Director Secrist to continue
163using the conference call line at this time. The motion passed unanimously.

164

165**Consideration of Strategic Plan – Overall Formatting, Introductory Statement, and**
166**Goals & Objectives**

167

168The Board considered Strategic Plan – Overall Formatting, Introductory Statement, and
169Goals & Objectives (copy attached). Renee Lewis presented Strategic Plan – Overall
170Formatting, Introductory Statement, and Goals & Objectives, stating the Strategic Plan
171work has been largely completed by the Board and it was her opinion that it is ready to
172be compiled into one document, reviewed for consistency, errors, etc. and presented to
173the Board as a larger, more complete document at the next meeting. Director Hudson
174requested feedback on his revised section – Develop Alternatives for Meeting
175Community Water Needs submitted for this meeting. A majority of the Board agreed the
176revisions didn't address their concerns. Director Kelly committed to working further with
177Director Hudson to revise this section to the Board's satisfaction. Director Porco
178requested clarification on his section - Develop Realistic Planning Statistics to Prepare
179for Growth and Development with regard to acceptable statistics. The Board agreed
180that citations in this section would be preferred due to the nature of the material. The
181Board directed Ms. Lewis to compile the Strategic Plan into one document, review for
182consistency, errors, etc. and present for Board consideration on May 8, 2020 in
183preparation for the May 18, 2020 meeting. A motion was made by Director Hudson and

184seconded by Chairman Pfister to accept the Strategic Plan Schedule as presented. The
185motion passed unanimously.

186

187**Discussion Regarding Agenda Items for Next Meeting**

188

189The Board considered Discussion Regarding Agenda Items for Next Meeting. The
190Board agreed the following items would be on the May 18, 2020 agenda:

191

192-Letter to Town of Pagosa Springs re Impact Fees

193-Document Retention Policy

194-SJWCD Brochure

195-SJWCD Website Hosting – SSL Certificate

196-Request for Information – Future Uses of Running Iron Ranch

197-Preliminary Discussion re SJRHP Reservoir Size

198-Draft Strategic Plan

199

200There being no further business to come before the Board, the meeting was adjourned
201at 7:53 p.m.

202

203Respectfully submitted,

204

205

206Renee Lewis

207Recording Secretary

208For the Board of Directors

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