

**EL RANCHO FLORIDA METROPOLITAN DISTRICT  
REGULAR MEETING – February 6, 2019**

The El Rancho Florida Metropolitan District held their regular monthly meeting on February 6, 2019 at 6:00 PM. The following Board members attended the meeting:

Robin Boucher – Vice President  
David Shipps - Treasurer  
Ken Charles

Also, present for the meeting were: Robert Ludwig and Tom Riley – Water Operators and Marsha Moreland – administrator were also present. The meeting was called to order at 6:00 PM.

**MINUTES:**

A motion approving the minutes of January 17, 2019 was made, moved and passed.

**WATER REPORT:**

- a. *System Updates:* Meters are estimated for February. System is running good and the chlorine levels are sufficient. Tom is filling out a 'new' format for the reporting each month with the CCDH which has more monitoring of the Chlorine and PH levels.
  
- b. *FILE CONSTRUCTION*, out of Albuquerque, has been chosen as the low bidder for the PH3 of the System Improvements Project. Their bid came in at \$754,000. Engineering costs are shown as \$13,850 for Goff Engineering.  
A motion was made, moved and passed accepting the bid from FILE CONSTRUCTION for the final phase of the water system improvements.  
Ken will get with Pat Bondinelli of DOLA on signing the 'Notice of Award'.
  
- c. Tom asked the Board for an increase in his pay to \$1750/month and cost of his assistant, Ryan, at \$500/mo. Tom will have Ryan attend next month's meeting to be introduced to the Board and Marsha. The addition of Ryan will be effective with March payroll done on April 1<sup>st</sup>. Marsha will get the 'new hire' forms for Ryan to fill out.  
A motion was made, moved and passed increasing the budget for 2019 to reflect the increases asked for by Tom Riley in Payroll operations, plus 15% for taxes.

**ADMINISTRATION:**

1. Accounts Payable: Reviewed and approved.
2. Accounts Receivable: The report was emailed to the Board prior to the meeting. Marsha gave a brief update.
3. Marsha reported that the Conservation Trust Fund reports were filed with DOLA along with the Budget for 2019 and the Non-Rated securities report DLG-30.
4. 1099's were sent out on time.
5. Audit Exemption will begin in March by Clark, White & Associates.

**ROAD REPORT:**

Rex Emenegger, Grader Operator, had emailed his report to the Board prior to the meeting. No discussion in Rex's absence from the meeting.

There being no further business the meeting was adjourned at 7:30 Pm.

\_\_\_\_\_, Secretary