

Angel Fire Public Improvement District 2007-1  
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575-377-3483

**PID Board Meeting Minutes**  
**October 8, 2008 at 3:30 p.m. at the Village Meeting Room**

- I. Call to Order – Chairman Jim LeBus called the meeting to order at 3:30
- II. Pledge of Allegiance – Chairman LeBus called for the Pledge of Allegiance.
- III. Roll Call – Present were Chairman Jim LeBus, Vice Chairman Dan Rakes, Directors Chuck Verry, Gerald White and Steve Oliver. Also present was Penni Davey, Administrator. A quorum was present.
- IV. Approval of Agenda – Director White made a motion to approve the agenda, Vice Chairman Rakes seconded the motion. Motion carried 4-0.
- V. Approve Minutes from the September 10, 2008 Board Meeting – Director Verry made a motion to approve the minutes from the September 10, 2008 Board Meeting, Director White seconded the motion. Motion carried 4-0.
- VI. Requests and Responses from the Audience (Limit to 3 minutes) – Ron Glaser, 126 Prescott Drive, lot 147 through 149. Questions – 1) What is the process and timeline for assessing my house because I have electric and telephone already installed? Chairman LeBus asked if Glaser had filed a protest to the Village. He had and the Village deferred the decision to the PID Board and it would be determined on a case by case basis. Vice Chairman Rakes informed Glaser that our engineer will go out once a contractor has been selected and they will determine if the utilities were installed according to code. We anticipate that field testing will be done sometime this spring. The maximum annual assessment will be due in November. Once determined what the field test results are the adjustment in the assessment will be made at that time. Chairman LeBus indicated if Glaser has engineering drawings and detail regarding the install that will be helpful to our engineers in the assessment. 2) Will we have access to our property when construction begins? Director White addressed this question and stated that the design build contractor will make alternative access to the property should the road be closed. Communications to the community will be continual to inform residents where the construction will take place. We will keep everyone posted by the web-site. 3) Will we be asking Quest and/or Comcast to install DSL with our services? Chairman LeBus stated that we have no problem with them dropping their wire in our trench. The lot owners will need to inform Quest and/or Comcast when we are working on their area. We will not have the time to inform them but we would not charge them to install their line in our ditch. Glaser asked who to contact at Kit Carson. Director White suggested contacting Louise Ruiz. Also, told Glaser to contact Carl Abrams for the name of the other gentleman at Kit Carson. Pete Carlson, lot owner, stated that he continues to have difficulty opening PDF files. He stated that the format was messed up. Penni stated that she would work with Pete to get this matter resolved. Peter Ramko, lot 26, 1B amended, stated that he had electric installed about a year and half ago. He wants to make sure he will not be assessed these charges again. Chairman LeBus asked if he had filed a protest. I stated that he believed that he in fact did. We will get back to him once we can determine what the status of his assessment includes.
- VII. Announcements and Proclamations - none
- VIII. Business

1) New

A. Presentation of Carl Abrams, HDR Engineering, Inc. –

- 1) Funding application has been submitted to NMED September 8.
- 2) Preliminary Engineering Report (PER) submitted to NMED October 6<sup>th</sup>.
- 3) Generation of the Environmental Report (ER) is underway. Draft is available currently and the final will be submitted to NMED in late October. The format will follow that requested by John Brooks, NMFA.
- 4) HDR submitted Summary of Variances and Determinations to Village October 2<sup>nd</sup>.
- 5) Field survey complete and final information provided to HDR on September 29<sup>th</sup>.
- 6) Preliminary design is being completed by HDR. They are cutting P&P sheets; examples provided at PID coordination meeting.
- 7) Geotech investigation on going and anticipated to be completed in the next few weeks. Draft was submitted today with about 75% of the borings. Cost estimate will be refined once report is received.
- 8) Risk assessment to be scheduled in the next couple of weeks.
- 9) Draft Project Management Guide provided at PID Construction Committee meeting.
- 10) Statement of Qualifications (SOQs) received Monday, October 8<sup>th</sup>, we had 6 submit (AUI, ERS, DAH, Keiwit, RMCI & Weaver) RFQ. We made a short list recommendation of AUI, ERS & RMCI.
- 11) Project schedule will be provided to put on web-site.

Director White stated that we want the public to realize that we are spending quite a bit of up front money to make sure the information is out there for a good design build proposal. We are applying for a great deal of funding and to save money in the future. Vice Chairman Rakes also stated that the difference in a bond being issued and a loan could be several percentage points. We have found that the interest rates for the State are 2%, RUS at 4% and local market at 6 to 7%. We are trying to get the State and RUS to combine their efforts so we will be able to obtain a lower interest rate. This would result in a considerable savings to the property owners. Jeremy Turner, NMFA is hopeful that we will have an answer next week on what we will be eligible for. Funding will not be distributed until spring, 2009.

- B. Discuss Insurance issues – Steve Crawford, Daniels Insurance Inc. stated that they sent our application out to several insurance carriers. The NIF Group gave a quote for our consideration. Vice Chairman Rakes recommended that we send the package to Council to evaluate and recommend insurance coverage needed. Vice Chairman Rakes made a motion to postpone the decision to select this insurance package until Council has an opportunity to review and recommend insurance coverage. Director White seconded the motion.
- C. Discuss Funding issues – Vice Chairman Rakes stated that he had a meeting with DFA, State Engineering office, NMED, RUS and Paul Cassidy, RBC Capital. He stated that they were all interested in our project. They will not have the funds until spring 2009. RUS said they could have funding now.
- D. Discuss Fiduciary responsibilities and storage – Director Verry and Chairman LeBus have gone to First National Bank to see if they will cover the 100% of our deposit. It appears that they will agree to this by purchasing a bond to cover this amount. We await the written agreement that they will purchase a bond for 100% coverage. Chairman LeBus informed the bank that they did not want to have to go out to other banks to acquire the 100% coverage. He states that when the other \$2 million comes in, we will go to the other local banks to

make these deposits. We will continue to await Paul Cassidy's advisement regarding Treasury bills.

- E. Discuss General Council response to Appeal process issues – Information will come after Council is out of trial at the end of the month.
- F. Consider and Approve web-site maintenance cost with Image Builders – The Board has asked for a contract or agreement at the hourly rate of \$75.00.

IX. Reports

- 1) Director White stated that the Construction Committee met on October 9<sup>th</sup>. We received the HDR invoice and it is below the stated budget. They accepted the invoice and request the Board approve the payment. We reviewed the criteria for selection of the SOQ and agreed with the process and selection of the short list. The RFP will be due mid November.
- 2) Finance Committee Report was given by Director Verry.  
Director Verry supplied the treasurer's report. Balance as of September 30, 2008 – checking \$78,340.01 and interest bearing account \$1,087,710.47. Six checks cleared for a total of \$29,340.01. Outstanding checks total \$45,278.36. Petty cash balance is \$200.00. Director Verry will contact the bank to see if they will automatically transfer funds to the checking account as the checks are presented.

X. Adjournment – Chairman LeBus adjourned the meeting at 4:20.

Minutes approved this 12<sup>th</sup> day of November, 2008.

  
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~~James LeBus, Chairman~~

*Daniel Pales Vice Chairman*

ATTEST: \_\_\_\_\_

Penni Davey, Administrator

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