

Triview Metropolitan District Board of Directors

Fairfield Inn Suites – Mt. Herman Conference Room

15275 Struthers Rd.
Colorado Springs, CO 80921

Meeting Minutes

Board of Director's Regular Meeting – April 11, 2017

1. **Call to Order:** Director Melville called the meeting to order at 5:17 p.m. Board members present were Director Fiorito, and Director Otis. President Bolander and Director Barnhart absence excused. Staff and contractors present were Valerie Remington, District Manager; Josh Cichocki, Superintendent (arrived 6:07 pm); Gary Shupp, District Counsel; and Chris Cummins, Water Counsel (arrived 6:38 pm).
2. **Declaration of a Quorum, Notice & Posting:** Director Melville declared a quorum present and that the public notice of this Board meeting has been duly posted.
3. **Approval of Agenda:** Motion to approve the agenda with the change to delete Item #7 was made by Director Otis and seconded by Director Fiorito. Motion approved.
4. **Approval of Consent Agenda:** Motion to approve the consent agenda was made by Director Fiorito and seconded by Director Otis. Motion approved.
5. **Public Comment:** None
6. **Terracon Presentation/Decision – Ryan Feist, Rob Hernandez:** The board would like to do preventative and global maintenance on Lyons Tail from the entrance from Promontory Pointe to Kitchener and preventative maintenance only from Kitchener to Jackson Creek. With the extra money taking out the global maintenance on the portion of Lyons Tail work in doing the concrete pans. Direction for Terracon to work with Valerie to fit in the needed concrete pans as the budget can afford. Creekside Drive leave in the plan to repair.
7. **Discussion/Decision on Well 9 – Deleted**
8. **Approval of Sale of Water Tank:** Motion to approve the sale of the large external water tank pending the review of the contract by Gary Shupp was made by Director Fiorito and seconded by Director Otis. Motion approved.

9. Review of the February 2017 Financials

- a. **Disbursements over \$5000:** Check to Pikes Peak Regional Water Authority for annual dues in the amount of \$3,813.00. Check to Pikes Peak Regional Water Authority for transit loss project in the amount of \$4,997.00. Check to Rain for Rent for flume in the amount of \$8,833.69. Check to Donala Water & Sanitation District for quarterly expenses of the UMCRTWF in the amount of \$116,649.32. Motion to approve the items over \$5000 was made by Director Fiorito and seconded by Director Otis. Motion approved.
- b. **February 2017 Financials:** February financials were presented by V. Remington. Motion to accept the financials as presented was made by Director Otis and seconded by Director Fiorito. Motion approved.

10. Board Member Reports

- Barnhart – roads, sidewalks, signage, traffic control
- Otis – billing, fines, enforcement
- No issue on billing
- Melville – tap fees, rates, long term planning
- Fiorito – finance, website
- Bolander – landscaping, communications

11. Operations Report:

- Backhoe has arrived and in use. We have already saved \$3,600.00
- Equipment Description:
- Cl2 injection system has been upgraded and is complete
- Cl2 Analyzers have been installed (3 at B Plant, 1 at A Plant, 2 for C Plant).
- New lab analysis equipment has arrived. We now have the capability to perform field tests for water quality.
- Process Control instrumentation is starting to come together.
- A-4 well is online and running.
- Quarterly compliance samples for raw water have been completed. Lab results should be available within the next 2 weeks. That completes our first quarter goals.
- Flushed Sanctuary Point distribution system.
- I met with the Fire Department. We performed flow and pressure testing. We met the requirements without having to turn the pumps on.
- Preparation work has begun on the Unidirectional Flushing Program. This will be the first documented time the district has performed this activity.
- Cross-Connection Control Plan is being developed.
- Gen-Set Purchase and Installation:
 - John McGinn stated the 250KWH may not be enough
- Non-Revenue Water Loss

Stormwater Collection System:

- Drainage area landscaping completion work will be finalized once the new staff has a chance to get started.

Streets/ Parks:

- The Water Department assisted the Streets/ Parks with re-locating the office at the A-4 site.
- Emergency Response equipment for sewer overflow incidents has been acquired. We now have the capability to pump and reroute, or redirect flows. We do not have means to clean or remove blockages.
- One Streets/ Parks Department position remains open.
- Streets/ Parks Department Office finish work is complete.
- The summer mowing crew has been here for a week. Weed control and debris removal are priorities until the grass grows.
- Several older “non-retroreflective” signs still exist and need replacement.
- Trails/ Open Spaces will be assessed utilizing the new standards as we move closer to the season.

12. Managers Report:

- SDA Regional Training Information to Board Members
- Safety and Loss Prevention Grant – Received \$4854.79 from CSD Property and Liability. This is a 50% match grant to be used on safety equipment for the district.
- Policy and Procedure for Billing – do not take the time now to update the policy and procedure for billing. Do it later and send to members in an email. No specific time for completion was given.
- Estimated Late Fees for January and February 2017
- Two Bills Being Considered This Legislative Session – Brief outline of two bills that would affect special districts. As of this time, the bills have not gone to a vote.
- Damage to Tires from Valve Cover – the request to pay for damaged tires due to hitting a valve cover was declined by the board.
- Email List is Set Up on Website – Customers can join Triview’s email list if they want to be contacted by Triview in the event of an emergency.
- Next Capital Projects Workshop – The board did not wish to schedule another workshop at this time.
- Weather Wire – New weather forecasting now being used by the district.
- Introduction of Sean Sexton as Triview’s new Safety Coordinator.
- Add Monthly Meeting Schedule to Website – It is currently on the front page. The recommendation was made to make the meeting schedule more prominent.
- Add a reminder to the website that beginning May 1, 2017 we will be in water restriction level 2.

13. Outstanding Items

- Water Rates – remove March date, still pending for 2018
- Landscape Standards
- Board Member’s Biography for Web Site-one still missing - Delete
- Site Visits for Board Members
- Reuse Study

- Gate Policy
- Park Benches by Eagle Scouts - Delete

14. Executive Session: The meeting was recessed to executive session at 7:24 p.m. by Director Melville pursuant to C.R.S.24-6-402(4)(b) for conference with attorney for advice on specific legal questions. Return to regular session 8:44 pm.

15. Adjournment: Motion to adjourn the meeting was made by Director Fiorito and seconded by Director Otis. Motion approved. The meeting was adjourned by Director Melville at 8:44 p.m.