

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE TRIVIEW METROPOLITAN DISTRICT AND THE BOARD OF DIRECTORS OF THE WATER ACTIVITY ENTERPRISE HELD November 14, 2017

A regular meeting of the Board of Directors of the Triview Metropolitan District was held on Tuesday, November 14, 2017, beginning at 5:00 p.m., at the Fairfield Inn and Suites – Mount Herman Conference Room, 15275 Struthers Road, Colorado Springs, Colorado 80921. This meeting was open to the public.

### ATTENDANCE

In attendance were Directors:

Vice President: Mark Melville  
Secretary/Treasurer: Marco Fiorito  
Director: James Otis  
Director: James Barnhart

Chairman/President Reid Bolander was absent and his absence was excused

Also in attendance were:

District Manager James McGrady  
District Administrator Joyce Levad  
Shawn Sexton Water Superintendent,  
Chris Cummins District Water Attorney  
Gary Shupp District General Counsel  
Gerry Shisler Public Works Manager  
Several Residents and Staff Members

### ADMINISTRATIVE MATTERS

Vice President Melville called the meeting to order at 5:07 p.m. Meeting was posted

Agenda – Mr. McGrady distributed for the Board’s approval the proposed agenda. Director Fiorito moved to approve the agenda as presented. Upon a second by Director Otis vote was taken and motion carried unanimously.

Consent Agenda –

- a. Prior Meeting Minutes
  - i. October 10, 2017 Regular Board Meeting
  - ii. October 18, 2017 Special Board Meeting

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- b. Billing Summary Rate Code Report
- c. Sanctuary Point Taps for October
- d. Tax Transfer from Monument

A motion to approve the Consent Agenda was made by Director Fiorito. The motion was duly seconded by Director Otis. The motion carried unanimously.

Public Comment – Karen Halenkamp commented on traffic near Bear Creek Elementary School. Those picking up students on Mesa Creek are parking across the cross walk making it difficult for drivers to see pedestrians. Ms. Halenkamp suggested the curbs be painted red to alert drivers that they can not park near the cross walks. The Board inquired if Ms. Halenkamp has contacted the Monument Police Department regarding this situation. King Parsons made a comment regarding the maintenance of common areas. Mr. Parsons mentioned the amount of weeds in medians and Common Areas as well as the fact there appears to be several dead trees. Eric Demkowicz also commented that the Common Areas look poor. The issue of shoveling snow around mail boxes was also discussed. It was pointed out that the United States Post Office owns the post not the ground under the mail box. Given this a questioned was raised if the District can shovel the area around the mail boxes or is this the responsibility of the adjoining land owners. The Board directed that Mr. Shupp to look into this question. Andrew McPherson asked about the revenue generated from leasing the District’s Fountain Mutual shares. The Board assured that the money is being tracked and asked Mr. McGrady to contact the District’s accountant regarding which line item contains the lease revenue and how much has been received. Mr. Ken Kimple suggested turning the entire landscape maintenance program over to a contractor. Mr. McGrady and members of the Board indicated they have evaluated this but given the size of the District’s open space it would be more efficient to do the some of the mowing and sprinkler repairs in house and sub contract fertilization and weed control out to the various contractor who are licensed to apply weed killer and are capable of designing custom fertilizer mixes for the District’s parks and open space. It was also pointed out that the last meeting agenda posted on the District’s website was from June 2017. Ms. Levad will update the website.

### OPERATIONS REPORT

- i. Water Superintendent Shawn Sexton presented his operations report to the Board Well A-8 Repairs – Applied Ingenuity will be reinstalling the pump and piping in late November

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- ii. Well D-1 will be pulled in December and the equipment and draw piping will be evaluated
- iii. Mr. Sexton informed the Board that the State of Colorado will be performing a Sanitary Survey of the District's water facilities on December 13, 2017.
- iv. Mr. McGrady provided the Board an update on work he has been involved with regarding street improvements. Avery Asphalt has completed overlaying Merrimack River Way and will complete a full mill and overlay on a section of Talus Road and also complete a full mill and overlay on Coquina Drive. Given the impending winter weather further overlay projects will not occur in 2017. The crews will shift their focus to installing mastic on Jackson Creek Parkway from Baptist Road to Higby Road and also "dig out" severely alligatored areas of roadway. The District will also begin repairing cross pans and curb and gutter in anticipation of next year's street overlay and maintenance program.
- v. Mr. Shisler reported that all snow removal equipment is ready for use and his employees are edging sidewalks along various trails that apparently have not been edged in a long time.
- vi. Presentation by Evan Miles with Conservative Water. Mr. Miles presented a power point presentation detailing the need for the district to purchase an irrigation control system that will improve water use efficiency, target areas of repair, and shut down various zones and main lines in the event a failure has occurred.
- vii. Status of new hires in the Public Works area. Interviews have been completed.

### PUBLIC HEARING 2018 BUDGET

This item was tabled given the fact the Legal Notice was not published in the Trilakes Tribune as requested by staff. The Public Hearing for the 2018 Budget will occur on December 12, 2017 at the next regularly scheduled Board meeting.

### ACTION ITEMS

- a. Review and Consider Approval of Resolution 07-2017 Triview Metropolitan District's Annual Administrative Resolution. There was some discussion if the meeting time should be shifted to 5:30 p.m. The Board decided to leave the meeting start time at 5:00 p.m. A motion was made by Director Fiorito to approve the Administrative Maters Resolution 07-2017. The motion was duly seconded by Director Otis. The motion carried unanimously.

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- b. Review and Consider Approval of the Triview Metropolitan District's Open Record's Policy. A to approve the District's Open Records Policy was made by Director Fiorito. The motion was duly seconded by Director Otis. The motion carried unanimously.
- c. Review and Consider Approval of Resolution 08-2017 Modifying Water Development Requirements and In-Lieu-of-Fees/Supplies. A motion was made by Director Barnhart to approve Resolution 08-2017 Modifying Water Development Requirements in Lieu of Fees/Supplies. The motion was duly seconded by Director Otis. The motion carried unanimously.
- d. Review and consider approval of a request by Creekside Developers Inc. to form an overlapping metropolitan district located wholly or partly within the Triview Metropolitan District. A motion to approve the request subject to the condition that the overlapping district's name not contain the word "Triview" was made by Director Fiorito. The motion was duly seconded by Director Otis. The motion passed unanimously.
- e. Mr. Shisler asked the Board that a matching funds letter be penned by the District in support of a GOCO Grant Mr. Shisler has applied for in the District's name. Upon a motion by Director Otis to allow Director Fiorito to execute a letter to accept a \$75,000 Planning Grant from GOCO and expend up to \$25,000 in matching District Funds in order to obtain the grant The motion was duly seconded by Director Barnhart. The motion passed unanimously.

### FINANCIAL MATTERS

Checks Greater than \$5,000 - The Board reviewed payment of claims greater than \$5,000. A motion to approve the checks greater than \$5,000 was made by Director Fiorito. The motion was duly seconded by Director Barnhart. The motion carried unanimously.

Monthly Cash Position and Unaudited Financial Statements – the Board reviewed the September 2017 unaudited Financial Statements and accepted them as presented. A motion to approve the District's September Financial Statements was made by Director Fiorito. The motion was duly seconded by Director Otis. The motion carried unanimously.

2018 Preliminary Budget – The 2018 Triview Metropolitan District budget will be presented to the Board for their review and consideration on December 12, 2017. A public hearing on the 2018 budget will also be held of December 12, 2017 following proper public notification.

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OTHER  
BUSINESS

None

LEGAL

A motion was made by Director Otis for the Board to enter into Executive Session pursuant to C.R.S. Section 24-6-402(4) (e), Negotiations. Upon a second by Director Fiorito, a vote was taken, and the motion carried unanimously. Executive session was entered into at 7:32 p.m.

The executive session was adjourned and the Board returned to regular session at approximately 8:30 p.m.

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn the meeting was made by Director Fiorito and was duly seconded by Director Melville. The meeting was adjourned at approximately 8.31 p.m.

Respectfully submitted,

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Secretary for the Meeting