

# 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, USING ZOOM FOR THE VIDEO CONDERENCE HELD

October 22, 2020

A meeting of the Board of Directors of the Triview Metropolitan District was held on Thursday, October 22, 2020, beginning at 5:30 p.m. The meeting was conducted online using Zoom. This meeting was open to the public. The meeting was called to order at 5:30 p.m.

### ATTENDANCE

In attendance were Directors:

President:	Mark Melville
Vice President	Marco Fiorito Via Zoom
Director	Anthony Sexton Via Phone
Director	James Barnhart Via Phone
Director	James Otis Via Zoom

Also in attendance were on roll call:

James McGrady, District Manager  
Joyce Levad, District Administrator  
Chris Cummins, District Water Attorney  
Gary Shupp, District Attorney  
Shawn Sexton, Water Superintendent, Via Phone  
Matt Rayno, Parks and Open Space Superintendent  
Craig Persinger, District Inspector  
Nate Eckloff, Butler Snow  
Kim Crawford, Butler Snow  
Jennifer Kaylor, Our Community News

### ADMINISTRATIVE MATTERS

Agenda – Mr. McGrady distributed for the Board’s approval the proposed agenda. A motion was made by Director Barnhart to move Action Items to where the operations report is and move the operations report to Item 8 on the agenda. Upon a second by Director Fiorito, vote was taken, and the motion carried unanimously.

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### Consent Agenda –

- a. Prior Meeting Minutes September 15, 2020 Regular Board Meeting(enclosure)
- b. Prior Meeting Minutes October 6, 2020 Special Board Meeting (enclosure)
- c. Billing Summary Rate Code Report
- d. District Tap Fees received in September 2020
- e. Tax Transfer from Monument

A motion was made by Director Barnhart to approve the consent agenda. The motion was duly seconded by Director Fiorito. A vote was taken, and the motion carried unanimously.

### PUBLIC COMMENT

None.

### ACTION ITEMS:

- a) Review and Consider approval of Resolution 2020-14 as Resolution of the Triview Metropolitan District, adopting the Colorado Special District Record Retention Schedule.

A motion was made by Director Barnhart to approve the Resolution 2020-14. The motion was duly seconded by Director Sexton. The Motion carried unanimously.

- b) Review and Consider approval of resolution 2020-15. A Resolution of the Triview Metropolitan District Authorizing the Issuance and Sale of Tax-Exempt Water and Wastewater Enterprise revenue Bonds, providing for the Sources of Payment of the Bonds, and Providing Other Details Concerning the Bonds and the System.

A motion was made by Director Barnhart to approve the Resolution 2020-15. The motion was duly seconded by Director Sexton. The Motion carried unanimously

- c) Review and Consider approval of Resolution 2020-16. A Resolution of the Triview Metropolitan District concerning the Construction, Use, and Maintenance of Private sewage Lift Stations, and Related.

A motion was made by Director Fiorito to approve the Resolution 2020-16. The motion was duly seconded by Director Otis. The motion carried unanimously

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- d) Review and consider approval of a Memorandum of Understanding (MOU) between Triview Metropolitan District, Town of Monument, Donala Water and Sanitation District, Forest Lakes Metropolitan District, and Woodmoor Water and Sanitation District expressing support for the Northern delivery System as a Regional water Delivery Project and Agreement to Participate in and provide support as needed for the Design of said Project and acquisition of a 1041 Permit from el paso County for this pipeline project.

A motion was made by Director Fiorito to approve the Memorandum of Understanding for the Northern Delivery System and authorize Mr. McGrady to sign it. The motion was duly seconded by Director Otis. The motion carried unanimously

### OPERATIONS REPORT

#### District Manager Report (enclosure)

- Mr. McGrady stated Well A-9 and D-9 are almost completed. The Well house should be completed by the end of November, then we can start commissioning the 2 wells and start treating the water at the B Plant.
- The status of the A Yard building: Triview has received 3 Bids on the building at this time, plans to hire a construction manager to oversee the process. The cost is currently \$860,000, this includes \$83,000 spent on installing utilities. Mr. McGrady stated he is looking at a number of things to reduce the cost while negotiating to reduce the price of construction. This amount is budgeted in the 2021 Budget and some of the 2020 Budget has gone towards grading and utility installs.

A motion to give Mr. McGrady to proceed on the A Yard building was made by Director Fiorito. The motion was duly seconded by Director Sexton. The motion carried unanimously.

- Mr. McGrady stated the permitting on the NMCI is going very well.
- The status of the Pueblo Reservoir Excess Capacity Agreement is underway. Discussions with the Inter-Agency will be on November 6, 2020 and also with the Bureau of Reclamation. These meetings have been happening every Friday for some time.

#### Public Works and Parks and Open Space Updates (Matt Rayno)

- Matt informed the Board that A Plant enhancement was completed the beginning of October.
- Irrigation winterization started and will be completed at the end of October.
- Detention Ponds have been cutback and tree wrapping has been completed

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- Christmas lights will be added on Jackson Creek Parkway
- Street sweeping will be done in the District
- Setting up training for the team.
- Matt has been discussing future needs for the growing District with the District Manager

### Utilities Department Updates (Shawn Sexton)

Superintendent Sexton went over his monthly report. Highlights included the following:

- Total water production was 37.368 Mg
- Well D4 is being pulled October 14, 2020, for an inspection/replacement of well motor that grounded out in September.
- A Plant, B Plant and C Plant running normally
- District Bacti sampling completed on October 13, 2020
- PRV vault maintenance staff continues to maintain vaults by pumping out any ground water intrusion, inspecting plumbing, looking for leaks and repairing these. Recording vault high and low side pressures to ensure pressures are consistent with established setpoints.

### BOARD DISCUSSIONS:

Director Fiorito stated he was informed a person has been going door to door telling homeowners, they are working with Triview on the water meters in the District.

Mr. McGrady stated we will have the staff put a statement on Social Media and the Website, saying Triview will always make an appointment with the customer to enter their residence. Triview's employees will always have a uniform on, with identification, and also a truck with Triview's name on it. Customers will be told to call the office with any questions.

### FINANCIALS AND PAYABLES:

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

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Monthly Cash Position and Unaudited Financial Statements – The Board reviewed the September 2020 unaudited Financial Statements as presented. A motion to approve the District’s September 2020 Financial Statements was made by Director Fiorito. The motion was duly seconded by Director Otis. The motion carried unanimously.

### PUBLIC RELATIONS:

Plans to do a Website Design change and improve searchability. It has been about 3 years since we have changed anything on the design.

### EXECUTIVE SESSION

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) (b), (e), Legal Advice and Negotiations. Upon a second by Director Fiorito a vote was taken. The motion carried unanimously. Executive session was entered into at 7:15 p.m.

### ADJOURN

There being no further business to come before the Board, a motion to adjourn the meeting was made by Director Fiorito. The motion was duly seconded by Director Barnhart. The motion carried unanimously. The meeting was adjourned at 8:50 p.m.

Respectfully Submitted

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James C. McGrady  
Secretary for the Meeting