

RECORD OF PROCEEDINGS

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 December 12, 2017

A regular meeting of the Board of Directors of the Triview Metropolitan District was held on Tuesday, December 12, 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:

President: Reid Bolander
Secretary/Treasurer: Marco Fiorito
Director: James Otis
Director: James Barnhart

Vice President Mark Melville was absent and his absence was excused

Also in attendance were:

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

ADMINISTRATIVE MATTERS

President Bolander called the meeting to order at 5:04 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. November 14, 2017 Regular 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

The Promontory Point HOA would like to install a privacy fence near B-Plant. They are in the process of obtaining a bid for a six foot privacy fence on the south side of the driveway leading to the treatment plant. The HOA will submit the plan to the District for review. The HOA will maintain fence. The District's Fence Policy may need to be modified to address the fact the HOA will maintain the fence and allow for the construction of a wood privacy fence. Nicky Gregory is the contact point for HOA. Mr. McGrady updated the Board regarding Gleneagle Drive and the damaged decorative concrete. Mr. McGrady is obtaining bids from Avery Asphalt and Cardenas Concrete to replace the concrete with asphalt. Given the time of year and the coordination that will be necessary to complete the project this project may not be completed until January. Classic Homes has agreed to pay for this work. Director Fiorito brought up the need for Neighborhood Watch curfew signs at the parks. A Community Resource Officer indicated that if you post the curfew signs at the parks violators could be cited for trespassing. With no notice officers can only cite violators for a curfew violation. It was also suggested that the District investigate the installation of Neighborhood Watch signs on trails. After some discussion it was suggested that curfew signs may be needed at all of the District's parks. The Board would like this added to the January, 2018 meeting agenda.

OPERATIONS REPORT

- i. Water Superintendent Shawn Sexton presented his operations report to the Board. Well A-8 Repairs – Completed and the well has been reassembled. New telemetry is being installed by Golder.
- ii. Well D-1 has been pulled and the equipment and draw piping is being 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. Standby Generator for C Plant. The district will be purchasing a used diesel generator for C-Plant from the Meridian Service Metropolitan District. Colorado Electric is investigating sizing and ability of the generator to run C-Plant.

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- v. Booster Pump 2 has been reinstalled at B Plant.
- vi. Wash Water metering is moving ahead. Piping has been ordered along with the meter.
- vii. Mr. McGrady provided the Board an update on work he has been involved with regarding street improvements. Avery Asphalt has completed overlaying a portion of Talus Road and also completed a full mill and overlay on Coquina Drive. Given the impending winter weather further overlay projects will not occur in 2017. The crews completed installing mastic on Jackson Creek Parkway from Baptist Road to Higby Road. Avery Asphalt will also work digging out several severely alligatored areas of roadway. The District has begun repairing cross pans and curb and gutter in anticipation of next year's street overlay and maintenance program.
- viii. Mr. Gerry Shisler Public Works Superintendent covered a number of topics. The District has completed the hiring of two full time permanent employees in public works. The District still has two temporary workers from Elwood Staffing. Mr. Shisler indicated his staff is going through weekly exercises making sure all of the equipment is ready for any snow events. The public works employees installed snow plow wings to protect curbs during plowing. The Public Works employees are starting a park inspection program. Mr. Shisler indicated that the Creekside Park light has not been repaired. A significant number of cross pans, curbs and a few sidewalks have been removed and replaced and work will continue through out the month of December, weather permitting. Transcontinental Easement: the District is working with Mark Sherman of Classic Homes to install a "V" Channel to protect homes in the area. GOCO Grant: Mr. Shisler has spoken with the GOCO Grant Coordinator. In January 2018 the grant request will be submitted to their Board and a Decision will be made in February with a March 18th funding date. Members of the Board discussed the need to develop a plan to address the alfalfa field. The Board would also like to develop a comprehensive plan to beautify Jackson Creek Parkway including the installation of new plantings.

PUBLIC HEARING 2018 BUDGET

The Legal Notice was published in the Tri Lakes Tribune as requested by staff indicating the Public Hearing for the 2018 Budget will occur on December 12, 2017. A motion to open the Public Hearing was made by Director Fiorito. The motion was duly seconded by Director Otis. The motion carried unanimously. No one from the public was present that wanted to comment on the District's 2018 Budget. Director Otis made a motion to close the

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Public Hearing. The motion was duly seconded by Director Fiorito. The motion passed unanimously and the Public Hearing was closed.

ACTION ITEMS

- A. Review and Consider Approval of Resolution 10-2017 Concerning the Regular Election for the Triview Metropolitan District's Board of Directors to be held May 8, 2018. A Motion to approve Resolution 10-2017 as amended changing the number 5 in paragraph one to the number 3 was made by Director Fiorito. The motion was duly seconded by Director Otis. The motion carried unanimously.
- B. Review and Consider Approval of Resolution 11-2017 of the Triview Metropolitan District Summarizing revenues and expenditures for each fund, adopting the 2018 Budget, and appropriating sums of money to the funds in the amounts and for the purposes set forth herein and certifying the General Fund Mill Levy for the Calendar Year beginning on the first day of January, 2018 and ending the last day of December, 2018. A motion to approve Resolution 11-2017 was made by Director Barnhart. The Motion was duly seconded by Director Otis. The motion carried unanimously.
- C. Review and consider approval of an Audit Proposal from Stockman Kast Ryan and Company, LLP to perform a Financial Audit of the Triview Metropolitan District's 2017 financial statements of the governmental activities, the business-type activities, and each major fund as of and for the year ended December 31, 2017. A motion to approve Audit Engagement Letter was made by Director Fiorito. The motion was duly seconded by Director Otis. The motion carried 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 Otis. The motion carried unanimously.

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

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OTHER BUSINESS

Review and Discuss a Proposal from Raftelis, Financial Consultants, to complete a Water and Sewer Financial Plan, Rate and Tap Fee Study. Director Otis asked Mr. McGrady if this study can be done more quickly. Director Fiorito was wondering what the conditions of the potable pipelines are within the District and if the District could expect to have to replace pipes within the Distribution System, any time soon. Mr. McGinn stated he thought the pipes in the District were in good condition. A motion to approve the proposal from Raftelis was made by Director Otis. The motion was duly seconded by Director Fiorito. The Motion carried unanimously.

LEGAL

Legal Discussion: Renewal of Water Lease to AGUA. Direction was provided to Mr. McGrady to sign the lease document as prepared by Mr. Cummins.

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, Negotiations. Upon a second by Director Fiorito, a vote was taken, and the motion carried unanimously. Executive session was entered into at approximately 7:30 p.m.

The executive session was adjourned and the Board returned to regular session at approximately 8:02 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 Otis. The meeting was adjourned at approximately 8.03 p.m.

Respectfully submitted,

Secretary for the Meeting