

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

August 14, 2018

A regular meeting of the Board of Directors of the Triview Metropolitan District was held on Tuesday, August 14, 2018, 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: Mark Melville
Secretary/Treasurer: James Barnhart
Director James Otis
Director Anthony Sexton
Vice President Marco Fiorito was absent and his absence was excused

Also in attendance were:

James McGrady District Manager
Joyce Levad District Administrator
Gary Harrison Streets and Parks Foreman
Shawn Sexton Water Superintendent,
Chris Cummins District Water Attorney
Gary Shupp District General Counsel

ADMINISTRATIVE MATTERS

President Melville called the meeting to order at 5:03 p.m. Meeting was posted

Agenda – Mr. McGrady distributed for the Board's approval the proposed agenda. A motion was made by Director Otis to approve the agenda. Upon a second by Director Sexton a vote was taken and the motion carried unanimously.

Consent Agenda –

- a. Prior Meeting Minutes
 - i. July 10, 2018 Regular Board Meeting
- b. Billing Summary Rate Code Report

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- c. Sanctuary Point Taps for July
- d. Tax Transfer from Monument

A motion to approve the Consent Agenda was made by Director Otis. The motion was duly seconded by Director Sexton. A vote was taken, and the motion carried unanimously.

PUBLIC COMMENT

None

OPERATIONS REPORT

District Manager Report

The District Manager review some of the items in his report, however, the report was included in the Board Packet. There were not any questions or comments regarding the report. Other topics discussed by the Manager included the following:

District Manager Monthly Report (enclosure)

West Interceptor updates (District Manager). Participation agreements are being passed between project participants. The project was put out to bid and it is anticipated that the bids will be opened on September 6, 2018 so that the contract can be awarded at the September 11, 2018 Board meeting.

Water Superintendent Shawn Sexton presented results from well pumping records from the District Wells including current water levels. All of the wells have held up very well through out the summer with the exception of well A-1 which has shown considerable draw down. This was due in large part to continuous pumping since the A-Plant was put back on line.

Public Works and Parks and Open Space Updates

Mr. McGrady discussed the need to install some curb and gutter in the area where the 2019 paving project will take place. Mr. McGrady suggested this work be done in the fall of 2018 in order to avoid winter construction.

Update regarding ROW Mowing, Park Mowing, Open Space Clean up, Weed Control, etc.

Irrigation Central Control System Installation updates. The Board discussed the condition of the turf and the extensive work done by Mr. Miles supporting staff and repairing the District's irrigation systems. The Board directed Mr. McGrady to retain Mr. Miles for 2019 given his expertise in the landscape and irrigation system repair and operation,

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Status of A-Yard Wall. Work is underway and is expected to be completed in September 2018.

Utilities Department Updates (enclosure)

SCADA Installation Project Status; this work will be completed during the winter months given the fact B-Plant may have to be taken out of Service.

Status of A-Plant; plant is functioning well with only minor issues
Status of Fire Hydrant Maintenance Program is nearing completion. Several repairs are needed and

Leak detection; entire system has been tested. No leaks were found. Did find some closed valves leaking by that could have caused increased pressure in lower zones.

July water use was discussed. Overall monthly consumption was down slightly from June given some timely rain.

The Board suggested that we look at installing a meter on the outflow from the tank at B-Plant or at the very least incorporate change in storage in our tanks when comparing water produced to water sold.

DIRECTORS ITEMS

Mr. McGrady provided an update regarding Regionalization discussions with Colorado Springs Utilities.

Mr. McGinn and staff of JDS Hydro is working on a master plan for the Triview Metropolitan District. JDS is currently working on population projections and demand projections. JDS will also be sizing pipelines for regional water delivery systems.

The Board discussed when would be a good time to meet with the Donala Board. The date for a joint meeting has been set for September 26, 2018

ACTION ITEMS

A. Review and consider approval of Resolution 2018-02 Election Resolution for the November 6, 2018 election.

A Motion to approve Resolution 2018-02 as amended to revise proposed ballot language was made by Director Otis. The motion was duly seconded by Director Barnhart. A vote was taken, and the motion carried unanimously.

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- B. Review and Consider approval of a Letter of Engagement between Butler Snow and the Triview Metropolitan District related to the issuance of revenue bonds by the Triview Metropolitan District Utility Enterprise.

A Motion to approve a Letter of Engagement with Butler Snow was made by Director Otis. The motion was duly seconded by Director Sexton. A vote was taken, and the motion carried unanimously.

FINANCIAL MATTERS

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

Monthly Cash Position and Unaudited Financial Statements – the Board reviewed the June 2018 unaudited Financial Statements as presented. A motion to approve the District’s June 2018 Financial Statements was made by Director Otis. The motion was duly seconded by Director Barnhart. A vote was taken, and the motion carried unanimously.

Mr. McGrady noted that the financial statements are almost two months in arrears and it makes managing cash flow difficult. Mr. McGrady suggested in 2019 that the Board meetings be shifted to the third week of the month so that financial statements will be more current. The Board concurred that this would be helpful.

LEGAL

No report.

PUBLIC RELATIONS

The August newsletter is being developed and will be mailed out the third in late August. Ms. Jones of Ground Floor media will be interviewing Mr. Otis so that work can begin on the development of a mission statement.

The District is also working on more frequent and timely updates to their Facebook Page and Nextdoor.

OTHER BUSINESS

None.

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

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Barnhart, a vote was taken, and the motion carried unanimously. Executive session was entered into at approximately 7:14 p.m.

The executive session was adjourned and the Board returned to regular session at approximately 9:00 p.m.

ADJOURNMENT

There being no further business to come before the Board, a motion to adjourn the meeting was made by Director Otis and was duly seconded by Director Barnhart. The meeting was adjourned at approximately 9:01 p.m.

Respectfully submitted,

James C. McGrady
Secretary for the Meeting