

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

February 19, 2019

A regular meeting of the Board of Directors of the Triview Metropolitan District was held on Tuesday, February 19, 2019, beginning at 5:30 p.m., at the Triview Office, 16055 Old Forest Point, Suite 300, Monument, Colorado 80132. 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
Secretary/Treasurer:	James Barnhart
Director	James Otis
Director	Anthony Sexton

Also in attendance were:

James McGrady, District Manager
Shawn Sexton, Water Superintendent,
Jay Bateman, Parks and Open Space Superintendent
Chris Cummins, District Water Attorney
Gary Shupp, District General Counsel
Jennifer Kaylor, Our Community News
John McGinn JDS Hydro

ADMINISTRATIVE MATTERS

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

Consent Agenda –

- a. Prior Meeting Minutes January 15, 2018 Regular Board Meeting
- b. Billing Summary Rate Code Report
- c. Sanctuary Point Taps for January, 2019

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- d. Total Taps sold during 2018
- e. Tax Transfer from Monument

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

- Jackson Creek Parkway Design Update.
- Mike Conner, H.R. Green, provided the following update. It is expected the Jackson Creek Design plans will be at 60% at the end of the February. A draft RFQ has been prepared for a Construction Manager General Contractor (CMGC) . Goal at this point have a contractor under way in late May. Mr. Connor stated that he is estimating a 6-month construction timeline. Mr. Connor wants to maintain one lane of traffic in each direction. The expectation is to do the top lift of asphalt in 2020. Director Barnhart suggested having the work done around the school first so that the project does not interfere with school. Director Fiorito passed out a PowerPoint slide showing the reconstructed Woodmen Road. Mr. Connor asked Mr. McGrady to share this with him. The Board discussed Woodmen Road design as it applies to Jackson Creek Parkway. Mr. Connor also stated that there will be signals at Harness Road and Clover Leaf.
- Jackson Creek Parkway Water main installation. (enclosure)

Mr. John McGinn of JDS Hydro reported that substantial completion on the Western Interceptor has been achieved and is about 3 weeks ahead of schedule. Mr. McGinn reported that the project is under budget. Mr. McGinn estimates that change orders were only 1.43% of the project. Mr. McGinn then transitioned his comments to the 12” water main in Jackson Creek Parkway. Mr. McGinn reminded the Board that Global Underground is onsite and available to begin work on the 12” water main. Global provided their first price to the District and both Mr. McGrady and Mr. McGinn felt the price was too high. Since that time Mr. McGinn has been negotiating the with Global Underground. Mr. McGinn has reduced the price by \$100,000. Mr. McGinn also believes that the pipeline stubs are

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being installed for CSI and therefore CSI should be responsible for costs of the stub outs. This results in an additional savings of \$122,000. Mr. McGinn recommends that at the negotiated number it is in the District's best interest to do a change order. Northern Monument Creek Interceptor Project Update. (enclosure)

Public Works and Parks and Open Space Updates (enclosure)

- Mr. Bateman reported the following:
- The District received approximately 31.1 Inches of snow in January. There was 34 inches of snow in Black Forest.
- Mr. Bateman sent out an RFP for on lawn and off lawn fertilization and weed control. Bids are due on Friday, February 22, 2019.
- Mr. Bateman also did an RFP for top dressing and over seeding. The response for that RFP is due on April, 1, 2019. It is Mr. Bateman's goal to convert the back of berms along Leather Chaps to native grass.
- Looking at finishing the Swing Park next week.
- Purchased a 2009 vehicle for Mr. Bateman's use. This was a budgeted item that came in about \$5,000 under budget.
- Starting to fill potholes and will also be raising valves.
- Started grading of trails around district.
- Did more cut backs of grasses and shrubs. Edging the sidewalks.
- Public Works Facility update: An architectural firm has been retained. Mr. McGrady reported that the site will have to be platted and as such will require the District to go through the Town of Monument's Planning process.
- 2019 Landscape Improvement Updates

The Board discussed the Intersection of Leather Chaps and Baptist Road. The Board believes a more scaled down version should be considered. The Board indicated that it is okay to do some homework, however staff should focus the Jackson Creek medians.

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Utilities Department Updates (enclosure)

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

- 2018 Water use. Mr. Sexton will report on this as it relates to previous years.
- Replacement of the Triview Flume located at the Upper Monument Wastewater Treatment Facility is being considered, however, prior to replacement the flume's transducer will be recalibrated and the installation will be evaluated by Timberline Electric and Control Corporation.
- A Plant is serving the District. B Plant is shut down at this time. It is anticipated that staff will begin partially running B Plant at the end of next week February 28, 2019. A Plant is not used to running in the winter. PRV vaults are going well. PRV's are going to be done in a few weeks. A new plow was purchased to help with heavy snow falls. This allows the District to fully utilize their equipment for snow removal. Director Fiorito and Director Sexton were very happy with the work that has been done. The Directors were especially pleased with sidewalk maintenance.

DIRECTORS ITEMS

- a. Preliminary Financial Plan (enclosure) Mr. McGrady presented a draft Financial Plan to the Board.
- b. Review of Water Primer Prepared by Director Fiorito (enclosure)

Marco presented his primer. Director Otis liked the primer but suggested that a few paragraphs were needed to break up the text. Director Sexton mentioned the impact of the perceived lack of water and thought this Primer did a good job explaining the District's water supply. Director Fiorito discussed the State of Tri Lakes luncheon. Both Director Sexton and Director Fiorito mentioned that they believe the District should assist with actively marketing our commercial area. District representatives need to meet with the Chamber and meet with the Town of Monument. Director Sexton believes that we need to enhance the positive. Need to go to Tri Lakes Chamber of Commerce.

ACTION ITEMS

- a. Review proposals for the Triview's 2019 Road Maintenance Program and Direction to Staff to negotiate a contract for services with the selected contractor. Mr. Connor of H.R. Green presented the results of the bidding process. Martin Marietta was the low bidder at \$1,315,286.75. A motion was made by Director Otis to accept the bid by Martin Marietta and direct Mr. McGrady to negotiate a contract on behalf of the District. The motion was

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duly seconded by Director Barnhart. A vote was taken and the motion carried unanimously.

- b. Review and Consider authorizing a change order to Global Underground to install a 12” water pipeline in Jackson Creek Parkway. A motion to approve change order as described by John McGinn was made by Director Fiorito. The motion was duly seconded by Director Otis. A vote was taken and the motion carried unanimously.

FINANCIAL MATTERS

Approve or Ratify 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 Fiorito. The motion was duly seconded by Director Sexton. A vote was taken. The motion carried unanimously.

Monthly Cash Position and Unaudited Financial Statements – the Board reviewed the January 2019 unaudited Financial Statements as presented. A motion to approve the District’s December 2018 Financial Statements was made by Director Fiorito. The motion was duly seconded by Director Sexton. A vote was taken. The motion carried unanimously.

LEGAL

No report.

PUBLIC RELATIONS

The February newsletter is ready to be finalized and will be sent to the printer the last week in February, 2019.

OTHER BUSINESS

Director Sexton asked Mr. Bateman to replace several fence rails along Lyons Tail that have broken. The Board reiterated that Jackson Creek Parkway expansion must occur.

EXECUTIVE SESSION

A motion was made by Director Fiorito 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 Sexton, a vote was taken. The motion carried unanimously. Executive session was entered into at 8:09 p.m.

The executive session was adjourned and the Board returned to regular session.

ADJOURNMENT

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 Sexton. The meeting was adjourned at approximately 9:03 p.m.

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Respectfully submitted,

James C. McGrady
Secretary for the Meeting