

# 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

May 23, 2024

A meeting of the Board of Directors of the Triview Metropolitan District was held on Wednesday, May 23, 2024, beginning at 5:30 p.m. The meeting was conducted via Zoom. This meeting was open to the public. The meeting was called to order at 5:30 PM.

### ATTENDANCE

#### In attendance were Directors:

President	Mark Melville, present
Vice President	Anthony Sexton, absent
Secretary/Treasurer	James Barnhart, present
Director	Jason Gross, present
Director	Amanda Carlton, present

#### Also, in attendance were on roll call:

James McGrady, District Manager  
Steve Sheffield, Assistant District Manager  
Sara Lamb, District Administrator  
Chris Cummins, District Water Attorney  
George Rowley, Triview General Counsel  
Matt Rayno, Parks, and Open Space/Public Works Superintendent  
Natalie Barszcz, Our Community News  
Shawn Sexton, Triview Water Dept. Superintendent

### DISCLOSURE OF CONFLICTS

None.

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### ADMINISTRATIVE MATTERS

Agenda – Mr. McGrady distributed, for the Board’s approval, the proposed agenda. A motion was made by Mr. Gross for approval of the proposed agenda. The motion was seconded by Mr. Barnhart. A vote was taken, and the motion passed 4-0.

### PUBLIC COMMENT NOT RELATED TO Public Hearing on the 2024 Water and Wastewater Rates.

Natalie Barszcz wanted to make the Board and Matt Rayno aware that there was a tree in the location of the South end of Agate Park that was blown over by the recent windstorm that needed attention. Matt’s Crew removed the debris.

Mr. Melville then opened public hearing for Triview Metropolitan District’s Water and Wastewater Rates and Fees to be effective June 1, 2024. (Mr. Melville opened public comments and opened the Rates and Fees discussion during this time). There being no members of the public wanting to comment, Mr. Melville closed the public hearing.

### Consent Agenda

- a) Prior Meeting Minutes  
April 25, 2024, Regular Board Meeting (enclosure)
- b) Billing Summary Rate Code Report (enclosure)
- c) Taps for February 2024 (enclosure)
- d) Tax Transfer from Monument (enclosure)

A motion was made by Mr. Barnhart to approve the consent agenda. The motion was duly seconded by Mrs. Carlton. A vote was taken, and the motion passed unanimously 4-0.

### OPERATIONS REPORT

#### District Manager Report (enclosure)

- Mr. McGrady presented to the Board an update on the NDS project. Substantial completion should happen around July 15. The project is slightly behind schedule.
- Mr. McGrady informed the Board that a proposal had been made to the Town of Monument for an emergency water interconnect. There had been no response from the Town.

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- An update was given on the AVIC annexation process. The Town of Buena Vista would like to move forward. An aggressive goal would be to have annexation completed by Fall 2024.
- Mr. McGrady updated the Board on the NMCI project. Design is moving forward with the goal to come to a “go/no go” point by late summer or early fall 2024. There was some discussion about the need for and foresight on this project by the Board and Mr. McGrady.
- Paving work will commence in Promontory neighborhood within days.

### OPERATIONS REPORT

#### Assistant District Manager (Steve Sheffield)

- Mr. Sheffield presented to the Board that he attended multiple construction meetings regarding the start up of the NDS pump station as well as multiple field trips to the station for coordination meetings.
- Mr. Sheffield reported that there had been meetings with Vic Lauer to discuss plans for a Triview administration office on property on the west side of Interstate 25.
- Mr. Sheffield and Wendy Brown have been working with various parties to formulate the scheduling for the ball field at Sanctuary Park.
- There have been multiple meetings of the parties involved in the Higby Rd. improvement project. There has been progress, but slower than anticipated.
- Mr. Sheffield recognized Mrs. Sara Lamb for her hard work reconciling water pumped, and water billed. Sara has made substantial progress in getting those two quantities closer.
- Mr. Sheffield started attending the Water Education Colorado “water fluency” classes.

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

- Mr. Rayno reported to the Board that tree cleanup and removal is continuing due to the latest windstorm. 27 downed trees, 7 street signs and two portions of fence.
- Sidewalk edging has been completed for the first round. The new edging tool purchased in the winter allowed us to vastly improve and accelerate edging.
- Cooler temperatures have allowed a “slow” start to the irrigation season.

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- Summer hires will be onboarded next week.
- Public works department attended a “safe driving” clinic which was beneficial to operating plow trucks.

### Utilities Department Update (Shawn Sexton)

- Mr. Sexton presented the water production and billing numbers. The difference is 6.5%.
- The distribution crew is working routine PRV maintenance as well as valve exercising.
- More interior work at WTPB. Gearing up for NDS startup.
- Hydrant flushing will commence in FLMD first, and then TMD in two weeks.
- Some yard rearrangement/cleanup is going on at WTPB.

### ACTION ITEMS:

- Review and Consider a Resolution 2024-04, a resolution of the Triview Metropolitan District’s Board of Directors regarding the Establishment of Rates and Fees for the provision of Water and Wastewater Services along with Road and Bridge Fees for Single Family and Multi Family residential construction within Triview Metropolitan District, El Paso County, Colorado. After some discussion a motion was made by Mr. Barnhart for approval of resolution 2024-04. The motion was duly seconded by Mr. Gross. A vote was taken and the motion passed unanimously 4-0.
- Review and Consider Resolution 2024-05 a resolution of the Triview Metropolitan District’s Board of Directors, adopting a Digital Accessibility Policy and Designating a Compliance Officer. After some discussion, a motion was made by Mr. Barnhart for approval of resolution 2024-05. The motion was duly seconded by Mrs. Carlton. A vote was taken and the motion passed unanimously 4-0.

### FINANCIALS AND PAYABLES

Approve and Ratify Checks over \$5,000 – The Board reviewed the payment of claims over \$5,000. A motion to approve checks greater than \$5,000 was made by Mr. Barnhart. The motion was duly seconded by Mr. Gross. A vote was taken. The motion passed 4-0.

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Monthly Cash Position and Unaudited Financial Statements - The Board reviewed the April 2024 unaudited Financial Statements as presented. After some discussion, a motion was made by Mrs. Carlton to approve the financials. The motion was duly seconded by Mr. Gross. A vote was taken, and the motion passed unanimously 4-0.

### LEGAL COMMENTS

No comments were made by Mr. George Rowley.

### PUBLIC RELATIONS:

An update was provided by Mr. McGrady. The newest newsletter should be out mid-May. Mr. McGrady informed the Board that the “ribbon cutting” ceremony for the NDS project had been moved back from early July to mid-August.

### BOARD BREAK

The Board took a brief break before entering Executive Session at 7:34 PM.

### EXECUTIVE SESSION:

Entered executive session at 7:47 PM on a motion by Mr. Gross per State Statute 34-6-402(A), (B), (E), Acquisitions, Legal Advice, and Negotiations regarding general topics:

- Water supply contracts
  - Property acquisitions
  - Strategic planning
  - Water change cases
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The motion was seconded by Mrs. Carlton. A vote was taken. The motion passed unanimously 4-0.

The Board left the executive session at 8:57 PM. and returned to the regular session.

After leaving executive session, the Board had a brief discussion and agreed to let Mr. Jason Gross speak at the next Town of Monument Board meeting on behalf of and representing the Triview Board for the purposes of expressing a desire to continue to move forward with the Higby Road improvements.

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### ADJOURN

There being no further business to come before the Board, a motion to adjourn the meeting was made by Mr. Barnhart. The motion was duly seconded by Mr. Melville. A vote was taken. The motion passed unanimously 4-0. The meeting was adjourned at 8:57 PM.

Respectfully Submitted

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James C. McGrady  
Secretary for the Meeting