

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**

July 18, 2024

A meeting of the Board of Directors of the Triview Metropolitan District was held on Thursday, July 18, 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 5:31 PM.

ATTENDANCE

In attendance were Directors:

President	Mark Melville, present
Vice President	Anthony Sexton, present
Secretary/Treasurer	James Barnhart, absent
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
Caitlin Quander, Property Attorney for the District
Rob Lewis, Distribution Manager
Natalie Barszcz, Our Community News
Ann-Marie Jojola, resident

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. Sexton for approval of the proposed agenda. The motion was seconded by Mrs. Carlton. A vote was taken, and the motion passed 4-0.

PUBLIC COMMENT

No comments.

Consent Agenda

- a) Prior Meeting Minutes
June 20, 2024, Regular Board Meeting (enclosure)
- b) Billing Summary Rate Code Report (enclosure)
- c) Taps for June 2024 (enclosure)
- d) Tax Transfer from Monument (enclosure)

A motion was made by Mr. Sexton 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. Ribbon cutting for the opening is August 14, 2024. We anticipate CSU using the new access road to get to the tank.
- Mr. McGrady continued to update the Board on the AVIC change case. J. Sailer has been paid. Mr. Klikus to still to be paid. Will go before the Buena Vista Town Council on August 13th for annexation approval. Annexation allows us to build the recharge pond on Chicago Ranch.
- 12” water main installation in Higby Rd. has begun. The plan is for the water line to be completed by the time the school starts to gear up for returning to classes.
- NMCI planning continues. Field work is complete. 30% design drawings should be completed by end of September. When plans are ready, we should get an idea of total project costs. Design and bid to be in 2025. Construction to be performed in 2026.

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OPERATIONS REPORT

- FMIC carriage and storage agreements have been negotiated. Contract documents to come before the Board in the future.

Assistant District Manager (Steve Sheffield)

- Mr. Sheffield presented to the Board that he attended multiple meetings in anticipation of NDS startup.
- Mr. Sheffield attended another meeting with the waste plant crews and Mr. Bill Burk. Some issues were pointed out to the team by Mr. Burk. It was agreed that a third party should look at all the meters and measuring flumes at the plant.
- Mr. Sheffield attended the second of four Water Education Colorado classes.
- Interviews to replace Shawn Sexton are complete. Mr. Gary Potter has been selected as the best candidate. His start date is August 12, 2024.

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

- Mr. Rayno reported to the Board that mow crews have been broken up into two groups. The District is split between the two groups and then Fridays are used for cleanup and anything that was missed during the week.
- The trail at Kansas Pacific and Glen Eagle is in the process of having drainage work and trail base material installed.
- Irrigation “smart controls” have been installed in Promontory Pointe.
- The crew is starting to prep for fall. Aeration should begin shortly.

Utilities Department Update (Steve Sheffield)

- Mr. Sheffield presented to the Board that June 2024 was a record amount of water pumped by the District. This was a large difference from last year due to the high rains of 2023.
- Crews repaired a corroded valve on Leather Chaps Dr. This is common in this area due to corrosive soils.
- Crews completed chlorine injection skid at WTPC.
- Dish Network has now installed all equipment for cell tower communications on Triview water storage tank. There are still easement issues to be worked through.
- NDS pump station pressure and bacti testing has all been passed.

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ACTION ITEMS:

- a. Review and Consider Resolution 2024-06, a Resolution by the Board of Directors of the Triview Metropolitan District Approving and Ratifying the Annexation of Property Owned by the District known as Chicago Ranch into the Town of Buena Vista, CO. After some discussion between Mr. McGrady and the Board, Mr. Gross asked if there were any negative impacts to the District by passing this resolution. Mrs. Caitlin Quander answered that the impacts were mostly beneficial, especially not having to have a 1041 permit from Chaffee County. After some brief discussion, a motion was put forward by Mrs. Carlton to pass the resolution. The motion was seconded by Mr. Gross. A vote was taken, and the motion passed 4-0.
- b. Review and Consider Resolution 2024-07, a Resolution by the Board of Directors of the Triview Metropolitan District Approving the Conveyance of Property Owned by the District known as Chicago Ranch to the Town of Buena Vista, CO and authorization for the District Manager to sign all closing documents. After some discussion, a motion was made by Mrs. Carlton to pass the resolution. The motion was seconded by Mr. Sexton. A vote was taken, and the motion passed 4-0.

Discussion Items:

- a. 2024 Revisions to the District's Personnel Policy and Procedures Manual. There was a discussion between Mr. McGrady and the Board of Directors regarding some of the proposed changes to the Manual. Mr. Gross asked if staff was comfortable with the proposed changes. The answer from Mr. Matt Rayno and Mr. Sheffield was in the affirmative. Mr. McGrady will bring the completed manual back to the Board in the future for consideration and a possible vote.

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. Sexton. The motion was duly seconded by Mrs. Carlton. A vote was taken. The motion passed 4-0.

Monthly Cash Position and Unaudited Financial Statements - The Board reviewed the June 2024 unaudited Financial Statements as presented. After some discussion, a motion was made by Mr. Sexton 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 by Mr. Rowley.

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PUBLIC RELATIONS:

An update was provided by Mr. McGrady on public relations activities. The NDS Pump Station “ribbon cutting” will take place August 14, 2024. The District will provide box lunches for the event. The next District newsletter should be released in September of 2024.

BOARD BREAK

The Board took a brief break before entering Executive Session at 6:48 PM.

EXECUTIVE SESSION:

Entered executive session at 7:09 PM on a motion by Mr. Melville pursuant to Sections 24-6-402(4)(a) Colorado Revised Statutes, for the purpose of acquisition of water/land, and 24-6-402(4)(b), Colorado Revised Statutes for the purposes of determining positions relative to matters that may be subject to negotiations, developing strategies for negotiations and instructing negotiators as it relates to potential development incentives and intergovernmental agreements.

The motion was seconded by Mrs. Sexton. A vote was taken. The motion passed unanimously 4-0.

The Board left the executive session at 8:36 PM. and returned to the regular session.

ADJOURN

There being no further business to come before the Board, a motion to adjourn the meeting was made by Mr. Sexton. The motion was duly seconded by Mrs. Carlton. A vote was taken. The motion passed unanimously 4-0. The meeting was adjourned at 8:36 PM.

Respectfully Submitted

James C. McGrady Secretary for the Meeting