

Triview Metropolitan District Board of Directors

Triview Metropolitan District – Board Room
16055 Old Forest Point, Suite 300
Monument, CO 80132

Meeting Minutes

Board of Director's Regular Meeting – March 11, 2014

1. **Call to Order:** President Robert Fisher called the meeting to order at 5:02 p.m. Board members present were Secretary/Treasurer Bob Eskridge, Director Reid Bolander and Director Steve Martinez. Staff and contractors present were Valerie Remington, District Manager; Gary Shupp, General Counsel, Chris Cummins, Water Counsel, and John McGinn, District Engineer.
2. **Declaration of a Quorum, Notice & Posting:** President Fisher declared a quorum present and that the public notice of this Board meeting has been duly posted.
3. **Approval of Agenda:** V. Remington had an addition to the agenda. The tax transfer from the Town of Monument should be added to the financials. Motion to approve the agenda as amended was made by Director Bolander and seconded by Director Eskridge. Motion approved.
4. **Approval of Consent Agenda:** Motion to approve consent agenda by Director Eskridge and seconded by Director Bolander. Motion approved.
5. **Public Comment:** Joe Loidolt, Classic Homes, was present and was interested in an update on the water infrastructure Sanctuary Point. The Board has not had the opportunity to review the information. Once they review, the information will be shared with Joe. Sanctuary Point planning to submit plat in May 2014. Start development in Sept/Oct 2014. Start building in April/May 2015.

Director Bolander suggested that the public comment portion of the meeting be moved to the end of the agenda. After discussion, the Board decided not to change the position of the public comment section on the agenda. Residents are welcome to contact staff to add things to the agenda if needed. The Board also would be willing to accommodate residents that cannot attend the meetings until later with prior notification.

6. **Review of January 2014 Financials:**
 - a. **Disbursements over \$5000:** Check to Redline Pipeline for repair of hydrants at Kitchener/Venison and Gleneagle/Cattle King in the amount of \$11,788.83. It was

pointed out that the Redline check was off of the 2013 budget. Check to Felt, Monson & Culichia, LLC for legal counsel in the amount of \$12,810.41. Motion to approve the checks over \$5000 was made by Director Eskridge with Valerie checking on the warranty for the hydrant on Gleneagle/Cattle King and seconded by Director Bolander. Motion approved.

b. January 2014 Financials: Financials presented by V. Remington. Motion to approve the January 2014 financials made by Director Eskridge and seconded by Director Bolander. Motion approved.

c. Town of Monument Tax Transfer

7. Application for Water Rights/Town of Palmer Lake: Palmer Lake has applied for a change in water rights. A Statement of Opposition was filed with the court on behalf of the District. Chris Cummins discussed the case with the Board. A water report on this will be provided to the Board for their information and review.

8. I-25 Potable Crossing: John McGinn updated the Board on the progress of the design and expected costs for the project. Disbursements from the reserve fund have been set up and are progressing as the work is done and invoiced by JDS Hydro. The Board directed JDS Hydro to take the design through approval with the Town of Monument.

9. Water Rate Study: Water rate study was done by Colorado Rural Water Association. There were two scenarios. First scenario shows that the revenues cover the costs for 2014. An increase of 3.55% would be recommended for 2015. John McGinn pointed out that this is the AWWA standard of approaching rates. This was generally used in the arid west until about 15 years ago. Most if not all have worked away from this way of figuring rates due to the need for conservation. The usage fees remain high to encourage conservation. In the last decade, we have seen usage fees increase approximately 20%. He recommended that the District not lower usage fees to encourage conservation.

The Board requested that CRS bring a financial forecast for review. They would like to see if the current rate structure covers the enterprise fund costs.

Commercial rate structure has not been addressed. There needs to be more dialog regarding this rate structure before a decision can be reached. John McGinn will look at the CRS projections and offer recommendations regarding commercial rates.

Director Fisher would like to have 2015 water rates put on the agenda for decisions in October or November of this year.

Conservation notice will be developed and presented to the Board for their review in April.

10. Operation Report:

Exhibit of Triview Parks and Roads was presented for the Board to review to better understand the staffing needs for staffing.

Sprinkler System Plan – Plan of items that the staff will be working on during the summer season 2014.

Roads Plan – Plan was presented as to what roads were in the most need of repair. The Board requested that estimates of each of the areas be obtained. The Board will then review which areas they want to tackle this summer season.

Landscape Plan – Landscaping plan was discussed. The Board was asked what they would like to do with the native grass; mow or leave natural. The Board will be taking a look at the Promontory Point native grass areas and provide a decision at the April meeting. Other areas that we have mowed in the past will be mowed again this year. The detention ponds will be mowed periodically through out the summer as is previous years. The Board was asked if they prefer bark vs. rock in the various areas through out the district. The decision was made to move to rock. Projects were presented in order of importance. The staff, along with temporary labor, will work the projects as presented until time or money prevents further action.

Two Plant B effluent pumps will need rebuilding. We will pull one and send it to be fixed. Once it is done, it will be reinstalled and the second pump will be pulled. The cost will be approximately \$3500 per pump.

11. Manager Report:

Update on 404 Permit – Still waiting on Fish and Wildlife for decision. Their target date is still April 11th. This date may move due to the flooding that occurred last year in the northern part of the state.

Well Permit – The permit for D7 has been granted. JDS Hydro is moving forward with the planning. We should be ready to put this out to bid fairly soon.

Town of Monument Sidewalk Policy – Gary Shupp reported that the Town is thinking about changing their replacement policy. It was tabled at the moment, but may come up again.

CD Update – The two CDs that were at UMB Bank have successfully been moved to Northstar Bank as the Board directed earlier. The amounts invested in the CDs are what is required by Wells Fargo to meet the reserve requirements. The additional money from the CDs was then moved to the Bond Fund. This extra money, approximately \$35,000, will be used to make the next payment.

Safety and Loss Prevention Grant – Valerie Remington accepted a grant in the amount of \$3853.21 from Colorado Special District’s Pool on behalf of the District. The grant is a 50/50 match. This is to be used for safety equipment or supplies.

Cyber Security Grant – Another grant that was applied for by Valerie Remington and awarded to the District is for cyber security. This grant comes from SIPA. Level 3 Communications will be conducting the assessment and help implement the security steps needed.

New Website Construction – While at the most recent conference, Valerie Remington was able to obtain a way to have a new/updated website at no cost to the District. This will also be through SIPA.

Reminder to the Board that training needs to be completed. The reason we do this training is it reduces the cost of the District’s insurance.

12. Executive Session: The meeting was adjourned to executive session at 6:59 p.m. by President Fisher pursuant to C.R.S.24-6-402(4) (b) for conference with attorney for advice on specific legal questions.

14. Adjournment: The meeting was adjourned at 7:58 pm.