

# 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 – May 13, 2014

1. **Call to Order:** President Robert Fisher called the meeting to order at 5:03 p.m. Board members present were Director Reid Bolander, Director Tom Harder, Director Steve Martinez, and Director Peter Van Dyke. Staff and contractors present were Valerie Remington, District Manager and Gary Shupp, General Counsel.
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. **Swearing on of Newly Elected Board Members:** Gary Shupp swore in new board members Reid Bolander, Steve Martinez, and Pete Van Dyke.
4. **Board Election of New Officers:** Motion was made by Director Bolander to appoint Director Fisher as President, Director Tom Harder as Vice President, and Director Martinez as Secretary/Treasurer. Motion was seconded by Director Van Dyke. Motion passed.
5. **Approval of Agenda:** Motion to approve agenda was made by Director Harder and seconded by Director Martinez. Motion passed.
6. **Approval of Consent Agenda:** Motion to approve consent agenda was made by Director Van Dyke and seconded by Director Martinez. Motion approved.
7. **Public Comment:** None.
8. **Review of March 2014 Financials:**
  - a. **Disbursements over \$5000:** Check to Arvada Pump Company rebuilding effluent turbine pumps in Plant B in the amount of \$6,934.00. Check to Felt, Monson & Culichia, LLC for legal counsel in the amount of \$9,888.66. Check to Donala Water and Sanitation District for quarterly expenses of the UMCRRWWTF in the amount of \$135,375.72. Motion to approve the checks over \$5000 was made by Director Martinez and seconded by Director Harder. Motion approved.
  - b. **March 2014 Financials:** Financials presented by Valerie Remington. Financials approved by board.

- 9. Decision Regarding Hydrant Meter Rentals and Rates:** Follow up report on meter held by High Country Directional Drilling, Inc. They will be paying out of district costs going forward.

The Board had a discussion regarding administrative set up fees and if they should be charged to customers going forward. The Board directed V. Remington to add an administrative set up fee of \$50.00 going forward and that the form is changed to include job site addresses.

**10. Decision on Rate Increase for Tap/Impact Fees:**

Review of the changes the Board wanted made in the tap fee schedules from the last meeting. Director Fisher said that when the budget is restated later this year, the tap and impact fees will be separated from the general operating revenues and targeted for capital projects. The water impact fee would be targeted to subdivisions that may require costs that effect that specific subdivision and not necessarily the whole district. Motion was made by Director Pete Van Dyke to adopt the new tap and impact fee schedule for commercial and residential as presented. The motion was seconded by Director Bolander. Motion passed.

**11. Operation Report:**

Gabby Begeman from ORC presented an operation report for the District. Issues and solutions for both water plants were discussed. Gabby recommended that Plant B have a backup power source installed in the event that the plant would loose power.

The booster station was put in service on April 14<sup>th</sup>. As of yesterday, the booster station was adjusted to full pressure of 52psi. All is working well.

The new Regulation 100 rules were covered by Gabby and how that affects contracts with districts going forward.

A sanitary survey will be done within the next coming months in Triview.

SCADA computer system has been installed and updated.

Clear well pumps were discussed during the financial section.

Valerie went into further detail what when down at the water plants due to the electrical problem caused by Mountain View Electric. The plants were repaired and back in full service within 36 hours.

Well D7 is not functioning. The motor is being pulled as we speak. They will take the motor back to their shop and diagnose it at their facility.

Follow up on the natural grass question posed earlier. The board recommended that the natural grass and wild flowers be cut, but at higher levels and less frequent.

GMC flat bed truck will be converted from a flat bet to a dump flat bed. This will allow usage during the summer months to haul rock or what ever landscape materials needed.

Discussion regarding signage on the cross walks at Lyons Tail and Jackson Creek Parkway. Valerie will check with the Town of Monument to be sure we are in compliance right now.

**12. Manager Report:**

Board Member Manual for new board members was provided. A reminder that each board member has a Triview email address and staff will communicate with the board members via this email address. Gary Shupp reminded the board members that if you reply to all that constitutes a meeting. You may reply to each other individually or to Valerie. Do not reply to all.

Update on Northstar Bank refinancing by Valerie. An attorney is being contacted to represent Triview in this matter. A letter of engagement will be ready for the next meeting.

Financial Audit begins next week.

Service letter provided to the Vistas II Development.

Grant Sharp starts as Water Superintendent June 9<sup>th</sup>.

CORA fees have been changed by the State. Motion was made by Director Harder to adopt the new CORA fees as presented. Motion seconded by Director Van Dyke. Motion passed. The website will be updated to reflect the changes and will be posted on the SDA site.

There is new board member training being offered through the CSD Pool. The training was recommended by Valerie. Please contact her and she will enroll you for the training and post the training as a meeting if necessary.

Customer letters to residents were presented.

Reminder: The public meeting for rate change is scheduled for May 27, 2014m 4:00 pm in the Triview office.

District Manager, Valerie Remington, stated that it has come to her attention that rumors are being spread and wanted to address them at this meeting. One of the rumors was that Triview threw their water operator, ORC, out of a meeting. That is in no way shape or form true. We actually have a very good relationship with ORC and appreciate all that they do for

the District. The second rumor that needed to be addressed was that Triview does most all of its business in executive session. That is also not true. We have an attorney present, Gary Shupp, in all of our executive sessions to make sure that all of our executive sessions are being used for exactly what they are supposed to be used for. Mr. Shupp is also present in all of Monument's meetings to provide the Town of Monument with the same service. No business by Triview is conducted in executive session that isn't prohibited by state law. We do business in open session exactly like we should. Mr. Shupp stated that he was asked about that same thing earlier as well. He said that in the last few months Triview has had a tremendous number of things that have been subject to executive session. The agreements that have been discussed there were appropriate. It was a tremendous amount of time legitimately in executive session. Valerie stated once again that both of these rumors are not true and wanted the record to reflect that. Valerie also stated that as a District Manager she does her best to deal with everyone in a professional manner and have a relationship with those around us. She can only control what she does and what her staff does. She has made it clear to the staff that rumors are not acceptable and not something we do.

A request by a resident to make a sewer averaging exception was made. This customer had a water break during the averaging period and it drove up the average. The board granted the exception.

- 13. Adjournment:** Motion to adjourn meeting was made by Director Harder and seconded by Director Bolander. Motion passed. The meeting was adjourned at 6:40 pm.