

Triview Metropolitan District Board of Directors

Donala Water and Sanitation District – Board Room
15850 Holbein Drive
Colorado Springs, CO 80921

Meeting Minutes

Board of Director's Regular Meeting – June 14, 2016

1. **Call to Order:** Director Reid Bolander called the meeting to order at 5:01 p.m. Board members present were Director Mark Melville, Director Marco Fiorito, Director James Barnhart, and Director James Otis. Staff and contractors present were Valerie Remington, District Manager, Chris Cummins, water counsel, Gary Shupp, general counsel, and John McGinn, district engineer.
2. **Declaration of a Quorum, Notice & Posting:** Director Bolander declared a quorum present and that the public notice of this Board meeting has been duly posted.
3. **Election of Officers:** Moved to Item 8.5 on agenda.
4. **Approval of Agenda:** Motion to approve was made with the exception of moving Item 3 to Item 8.5 by Director Melville and seconded by Director Otis. Motion approved.
5. **Approval of Consent Agenda:** Motion to approve the consent agenda with the removal of April meeting minutes was made by Director Melville and seconded by Director Otis. Motion approved.
6. **Public Comment:**

Greg & Laura Wall – Green space in Promontory Point on Midland Valley Way. Open space is mowed twice a year.

Tommy Olson – Midland Valley Way. Grassy slopes near P.O. Boxes, who is responsible; they will turn brown and cause a fire. 11 Dead trees on Glen Eagle, 4 as soon as you turn onto Glen Eagle right off Baptist, others are near models. Areas where water drains, detention ponds, worried about mosquitoes. Road culverts are too big.

Lisa Hatfield – Would the board consider posting agendas on website?
7. **Resolution #04-2016, Resolution of the Board of Directors of Triview Metropolitan District Affirming Policy in Regards to Indemnification of Directors and Employees:** Motion to

approve the resolution with the correct date was made by Director Fiorito and seconded by Director Melville. Resolution approved; Yes=5, No=0

- 8. Upper Monument Creek Wastewater Treatment Facility Review:** Roger Sams, GMS, Inc., presented information regarding the treatment facility.

- 8.5 Election of Officers:** Nominations were as follows: President, Reid Bolander; Vice-President, Mark Melville; Secretary-Treasurer, Marco Fiorito. Motion to nominate the officers as presented was made by James Otis and seconded by James Barnhart. Motion passed. New officers are Reid Bolander, President; Mark Melville, Vice-President; and Marco Fiorito, Secretary/Treasurer.

- 9. Sanctuary Pointe Booster Station:** Details of the booster station contract were discussed. The bid has not closed as of the board meeting. Another special meeting will be set up for the board to specifically approve the contract on Tuesday, June 28, 2016 at noon. It will be noticed and posted and conducted by conference call. The public can attend the meeting in person at the Triview office.

- 10. A Look at the District:** Overview of the District presented by V. Remington, District Manager.

- 11. Review of the April 2016 Financials:**
 - a. Disbursements over \$5000:** Check to JDS Hydro for the Sanctuary Pointe Transmission Line in the amount of \$7,949.65. Check to Stockman Kast Ryan & Co for interim billing for the audit year 2015 in the amount of \$5,000.00. Check to Monson, Cummins & Shohet, LLC for legal counsel in the amount of \$6,345.35. Check to Taylor Fence Company for the fence at Site 4 in the amount of \$16,365.39. Check to Donala for the quarterly expenses at UMCWTF 2015 in the amount of \$12,680.69. Check to ORC Water professionals for contract O&M in the amount of \$5,500.00. Motion to approve checks over \$5000 was made by Director Melville and seconded by Director Otis. Motion approved.
 - b. April 2016 Financials:** Financials were presented by V. Remington. Motion to approve the April 2016 financials as presented was made by Director Melville and seconded by Director Fiorito. Motion approved.
 - c. Sanctuary Pointe Agreement Financial Requirements:** V. Remington notified the board that a \$250,000 payment will be coming in the month of November per the Sanctuary Pointe contract. The escrow fund will be depleted by the end of October with the completion of the Sanctuary Pointe tank.
 - d. Northgate Agreement Fund Change:** Revisit at another time.
 - e. Peoples Bank CDs Maturing:** Two CDs are maturing and a money market account that would need to be closed. The board directed V. Remington to roll the money market

account into the 1 year CD and leave the 2 year CD to roll over and the 3 year CD change to 1 year.

12. Operation Report:

- Earthquake zones – TMD not in an earthquake zone (zoned 0) so no engineering is required.
- Daily water production increasing
- Consumer Confidence Report has been filed
- Monitoring Schedule – Is a lengthy document. If you are interested, please contact Josh.
- Saber Creek Pond – Needs extensive work on the retention pond. Approximate cost is \$48,000. Use a portion of the \$900,000 allocated for roads to complete the drainage project. Motion to direct Valerie to fix the Saber Creek Pond not to exceed \$48,000 with funds from the road fund was made by Director Melville and seconded by Director Barnhart. Motion passed.
- Road Study – John McGinn and V. Remington discussed the road study project. They will be meeting with the contractor in the next few weeks to narrow the study for the district. The board directed V. Remington to proceed with the contract not to exceed \$61,000.
- Plowing for Snow Event 4/16/16 (24 hours) – 67 plow hours
- Vandalism
 - Promontory Pointe street light and mail boxes = \$985.00
 - Promontory Pointe trees cut down (3) = \$1,309.10

13. Manager Report: Report was presented by V. Remington

- CDPHE Source Water Protection Program – completed along with appropriate certificate.
- Safety Policy – policy in place and all staff has been trained.
- Board members biography requested for the website.
- Chamber of Commerce Membership Renewal – next year's budget, 2017
- Schedule capital projects meeting – Friday, August 12th at 2:00-7:00 pm
- Tap Fee Comparison – information included in your packets
- Thank you card from Gary Shupp
- Regional Water Study Preliminary Design – drawings on the table for your review.
- The Great Divide Film Presentation – Triview
- Tour of Facilities for Board Members – V. Remington will come up with a few dates and email to board
- Board Members as employees on 1-1-17 – Proceed with moving board members to employees.

14. Outstanding Items:

- Snow Plow Policy – vote on this in another month
- Gates Policy – there are 28 gates in Triview perimeter fences, approximately 14 are in disrepair. Finalize the policy, email to board members. Notify the public that they have 90 days to remove the gate.
- Landscape – standards for landscaping. Define what is a park, open space and how each is taken care of with map.
- Road Study – remove
- Amend Northgate Agreement to District Asset – recommend don't change – remove
- Raise Tap Fees – discuss in work session
- Utility Billing – remove

15. Executive Session: Motion to recess to executive session was made by Director Melville and seconded by Director Fiorito. Motion approved. The meeting was recessed to executive session at 9:33 p.m. by President Bolander pursuant to C.R.S.24-6-402(4)(b) and C.R.S. 24-6-402(4)(f) for conference with attorney for advice on specific legal questions and personnel matters.

Return to regular session 10:35 pm.

16. Adjournment: Motion to adjourn the meeting was made by Director Fiorito and seconded by Director Otis. Motion approved. The meeting was adjourned at 10:36 p.m.