

TRIVIEW METROPOLITAN DISTRICT

645 Beacon Lite Road
Monument, Colorado 80132

MEETING MINUTES

Regular Board of Director's Meeting, November 23, 2010

1. **Call to Order:** Vice President Fisher called the meeting to order at 5:05 p.m.
2. **Declaration of Quorum, Notice and Posting:** Vice President Fisher noted a Quorum present and notice of the meeting was duly posted. President Eskridge was absent and excused.
3. **Approval of Agenda:** By unanimous consent, agenda item 6.c., Equipment Purchases for 2010, was moved to the top of the agenda. Agenda items 5.a., A Resolution establishing the mill levy for 2011; 6.a., Establishing meeting schedule for 2011; and 6.b., Park design presentation, were added to the Board Agenda.
4. **Approval of Minutes (September and October 2010):** Upon discussion, Director Remington moved with second by Director Hurd to approve minutes. Motion was approved by unanimous vote.
5. **Resolutions:**
 - a. **A resolution establishing the mill levy for 2011:** Upon discussion, Director Remington moved with second by Director Cox to approve this resolution. Motion was approved by unanimous vote.
6. **Discussion Items:**
 - a. **Establishing meeting schedule for 2011:** Vice President Fisher noted President Eskridge has scheduling concerns on Tuesday evenings and upon discussion, directed the district manager to coordinate calendar management options among the board members to provide date options for the Board's consideration and to reset this item for the next meeting of the Board of Directors.
 - b. **Park design presentation:** Upon review and discussion, direction was given to the district manager to proceed with a phased, parks master plan to include immediate plans for Agate Creek Park to be presented in a January, 2011 public meeting whereat public input will be solicited. The Board requested the district manager to seek an RFP for long-term drainage and landscape architecture but to focus in January, 2011 on adjacent property owner notice for the parks public meeting; proceed with development of a concept plan and public presentation, with drawings showing location of playground equipment in relation to residential, open space areas and mouse habitat, and to oversee bidding and procurement of parks equipment to be ultimately purchased per final design of park.
 - c. **Equipment purchases for 2010:** Director Cox presented a report with results of his investigation into recommended acquisition of equipment for snow and ice control on public sidewalk areas, for which the District is responsible for maintenance, excluding sidewalk areas located within residential areas. Based on this investigation Director Cox recommended purchase of a John Deere tractor with snow plow blade that will enable versatility of use with mower, land blade, auger, and other available attachments that are available if also needed by the District in the future. Director Cox further noted that because of its heavy duty nature, this tractor will have a life expectancy of up to 30 years and has performed better for other end users than lighter weight alternatives. Upon discussion, Director Cox moved, with second by Director Remington to approve purchase of this equipment. Motion was approved by a unanimous vote. Mr. Rich Landreth was requested to proceed with this purchase.

- d. **Storm sewer inlet replacement:** Upon discussion, the Board directed the district manager to conduct capital improvement plan meetings in early 2011 revisiting sidewalk repair and maintenance responsibilities between the district and homeowners with associated cost estimates; to involve a public process seeking property owner input; to consider a yearly cap on district costs; to seek grants to assist the district such as community development block grant funds; to institute a process to inspect and correct faulty locations prior to the expiration of warranties which Mr. Landreth reported is being done now; and to ultimately develop a clear policy with communication to the public related to storm sewer inlets, ADA ramps and sidewalks at mailbox locations.
 - e. **Discussion with new district manager:** Director Remington suggested the Board enact a work plan for the new manager to ensure expectations are clear for all concerned. Mark Carmel, district manager stated he is drafting a work plan for the Board's consideration and will present in draft form at the next Board meeting. The district manager provided the Board with a report on water issues recently in the news concerning activities of the Pikes Peak Regional Water Authority. Upon unanimous consent regarding purchasing and procurement policy for the district, the Board directed the district manager to seek three competitive bids on all purchases and to solicit Board direction on all sole source purchases.
7. **Development Services Report:** No report was given.
 8. **Operations Report:** Mr. Rich Landreth provided an operations report which was received and filed by the Board. Upon request, Mr. Landreth will provide the Board with an update on voltage surge protection on wells within the district at its next meeting.
 9. **Financial Report:** Ms. Pam Smith requested the Board confirm its schedule for a budget hearing and budget adoption by December 31, 2010. Vice President Fisher directed the district manager to coordinate with members of the board to determine if an alternative to the date of December 28th can be set for this purpose. Upon discussion of the need to purchase additional snow plow blades for use this winter, Vice President Fisher moved with second by Director Hurd to purchase recommended snow plow blades. The motion was approved unanimously. The Board discussed payments under the IGA to Donala Water and Sanitation District and requested discussion of this matter at an upcoming Triview Metropolitan District Board meeting.
 10. **Other Business:** The Board was provided notice of a pending open records request from the attorney for Centre Development and the need for an operating policy with respect to fees and processing of future requests. Upon discussion, the district manager was directed to proceed with processing this request in coordination with district legal counsel.