

**MINUTES OF THE BOARD OF DIRECTORS  
COLORADO CENTRE METROPOLITAN DISTRICT  
REGULAR MEETING**

Thursday April 24, 2020 at 5:30 PM  
4770 Horizonview Drive via Teleconference  
Colorado Springs, CO 80925

Board Members Present via Teleconference:

Michael Cantin	President, Chairman
Shawn Eccles	Vice President
Joan Lucia-Treese	Treasurer
Jackie McClintock	Secretary
Floyd Edwards	Assistant Secretary/Treasurer

Also Present via Teleconference: Dr. Al Testa, Cindy Monroe, Josh Winter, Paul Anderson and April Ruesewald

**I. Preliminary**

- A. Call to Order  
Director Cantin called the meeting to order at approximately 5:35 pm and took a roll call.
- B. Roll Call – All Board members were present. Determination of a Quorum. A Quorum was present.
- C. Acknowledgment, Notice and Consent to Regular Meeting - Entered with the minutes.

Paul Anderson explained at the February 27<sup>th</sup> board meeting that he was on the record stating that it was “appropriate” that the board enter into executive session during a public meeting. Mr. Anderson wanted to dispel any notion that he was suggesting it was appropriate to go into executive session, but rather if the Board had decided to do so, it was appropriate. Mr. Anderson encourages the Board to be on the record all the time unless it is imperative to go into executive session. Mr. Anderson wanted to make clear what his intent was when using that word.

Director Cantin advised he believed they all worked it all out in the long run and it worked out for the best as they stayed out of executive session and dealt with issues up front.

## II. General Business Items

- A. Approval of the Minutes of the Regular Meeting of February 27, 2020.

**A motion was made and seconded to approve the Minutes of the Regular Meeting of February 27, 2020. Upon a voice vote, the motion passed unanimously.**

- B. Board's Time

Nothing under Board's Time.

- C. Changes to the Agenda

No changes to the Agenda.

- D. Public Comments – Maximum of 5 minutes per person who has signed in.

Norman Wodell was wanting know if there will be any flexibility in billing for this upcoming billing period.

Cindy Monroe advised that disconnection has been waived for April 1, 2020 and May 1, 2020. Ms. Monroe asked if the Board wanted to waive disconnection for June 1, 2020 as well.

Director Cantin advised that since people will just be starting back to work that the disconnection for June 1, 2020 should be waived also. Director Lucia-Treese agreed with Director Cantin adding that the late fees should still be assessed. Director Eccles agreed. Director McClintock agreed but had a question in regarding how long will residents go before they need to make some sort of payment. Director Cantin advised that the residents still need to pay and that the Board is cutting them some slack by not turning off their water. Each resident will need to manage how they are going to pay their bill. Director Cantin advised that if what he is hearing is correct, that if the bill is not paid in full by July then the resident would be disconnected if their bill was not paid in full and would need to pay in full before services would be turned back on. Director McClintock suggested that we put out an e-blast that we are not disconnecting but the residents must try and make some sort of payment each month. Director Cantin advised he didn't think this was necessary as it is the home owner's responsibility to pay their bills. Director McClintock advised that we should put it out that if the resident's bill is not paid in full, they are going to be disconnected. Director Cantin advised that we should put out a letter to the residents on June 1, if the account is not current that they will be disconnected July 1. Director Cantin asked for a motion at this time. Director Lucia-Treese made the motion and Director

Cantin asked for each Director's yes or no vote. Director Eccles stated yes but added to waive the late fees as well. Director Lucia-Treese advised adding waiving the late fees was not part of the motion, but could amend the motion if he would like. Director Eccles advised that since we are not shutting off residents then we shouldn't be assessing late fees. Director Lucia-Treese disagreed with Director Eccles, stating we need to keep a level of accountability with the residents and the motion on the floor right now is paid in full by 1 July or disconnect. Director Lucia-Treese believed that we shouldn't abandon the late fees creating the assumption that the residents would be able to let their bills compound. Director McClintock agreed with Director Eccles stating that was her first initial suggestion. To waive the late fees, we can afford \$45.00. Director Cantin and McClintock were amending the motion and Director Lucia-Treese advised that she was the maker of the motion and would prefer that her motion be voted on and then a new motion be made. Director Cantin advised that there were 2 directors that voted for the amendment unless now they want to change their vote, whether that can be done or not is a question for Mr. Anderson. Mr. Anderson advised since there has not been a final vote yet and the vote is in progress and if a Board Member wishes to change their vote before the vote becomes final, they are entitled to do so. At this time Director Cantin initiated a new vote for the current motion. The motion failed by a 2 yes to 3 no vote. Director Cantin opened the floor for a new motion.

**A motion was made and seconded to waive the late fees and disconnections for April, May and June. If the bill is not paid in full by June 30<sup>th</sup> disconnection will take place on July 1 and the current amount due will need to be paid in full before reconnection. Upon a voice vote, the motion passed unanimously.**

Director Cantin advised that the notice to the residents should go out in an e-blast or on the back of the May newsletter. Director McClintock requested that the information on the back of the newsletter pertaining to the late fees and disconnection be in big bold letters across the top and not in a column. Director Cantin advised that the people in the household should be adults and if they can't figure it out then they are on their own.

Director Lucia-Treese needed some clarification on the late fee assessment. Director Cantin advised that we would not assess late fees again until July 1. Director Lucia-Treese was concerned that we might get push back that we didn't charge late fees for 3 months and then started again after. How do we justify that? Director Cantin advised that under these circumstances that are beyond our control and if someone wants to challenge it, we will have to figure that out at a later date. Director Lucia-Treese suggested that we word the notice due to COVID-19 and this is not a change in policy. The rest of the Directors agreed.

Director Cantin asked Mr. Wodell if he had any other questions. Mr. Wodell advised that there has been some talk about getting a dumpster for the April clean up. Director Cantin advised that clean-up has nothing to do with the District.

E. Review of District Finances (Cindy)

- Bank Balances

Ms. Monroe gave the report on bank balances at this time. As of April 17, 2020, the District has \$3,365,513.10 in funds. Ms. Monroe advised that Fountain Mutual Irrigation has repaid their principal balance of \$125,000 plus \$2,071 of interest. They are paid in full.

- March 2020 Budget Comp Review

Ms. Monroe reported on the March 2020 Budget Review.

- Bank Transfers and Other Financial Activities

Ms. Monroe advised there were 2 wire transfers needed. One in the amount of \$61,335.19 for the 2011 loan and the other \$43,710.57 on the other loan.

**A motion was made and seconded to approve these wire transfers for the payment on loans. Upon a voice vote, the motion passed unanimously.**

- Renegotiation of On-Line Payment Portal Convenience Fee

Ms. Monroe advised that there had been some discussion and discontentment on the Next-Door web site regarding CCMD's convenience fee is a lot more than Security's. Ms. Monroe advised that Security does have the same billing software and merchant portal as CCMD. Ms. Monroe advised that the number of customers Security has compared to the number of CCMD customers is much larger. Ms. Monroe advised that she contacted the merchant service company and requested to have our convenience fee lowered. Ms. Monroe reported since we have been a loyal customer since 2014 and that 1/3 of our customers are using the payment portal that they would lower our convince fee from 3% to 2.75%.

- Resolution No. 2020-04-23.1 Recognizing Donation
- Resolution No. 2020-04-23.2 Recognizing Donation

Ms. Monroe advised that the office and Fire Department had been running out of hand sanitizer so she gave The Oak and the Axe and 3 Hundred Days of Shine a call. Ms. Monroe advised that The Oak and the Axe donated 3 gallons of hand sanitizer and 3 Hundred Days of Shine donated 2 gallons. Ms. Monroe advised that

she wanted to give them each a resolution as those items are selling for over \$200 a gallon right now.

**A motion was made and seconded to adopt both resolutions with our Thanks to each of the distilleries for the donation. Upon a voice vote, the motion passed unanimously.**

F. Approval of Payables

**A motion was made and seconded to approve the current list of payables. Upon a voice vote, the motion passed unanimously.**

G. District Operations

- Parks, Water and Sewer Systems (Pedro)

Ms. Monroe reported on the behalf of Mr. Velazquez. Ms. Monroe reported that Taylor Fence has been delayed working on the fence for the ballpark. Regional Building Department has been closed, and Taylor Fence could not get authorization on the 16-foot-high fencing materials. They have ordered the materials and should start work the week of May 11<sup>th</sup> or 18<sup>th</sup>. The seeding has been done and the sprinkler system that was installed in December is working well. We can start to see a little germination.

Ms. Monroe reported the water use has increased to a daily average of 225,00 gallons and have encountered no problems. We are continuing to pump water from 8am to 5pm during the week days but no pumping on the weekends.

Ms. Monroe reported that T-Bone added an 8 inch well line from well 217 to the plant and that has increased the production by 50 gallons per minute. This addition has increased water production over all to about 500 gallons per minute.

Ms. Monroe reported that the wastewater has increased from about 10,000 gallons per day to an average of 160,000 per day, due to the stay home recommendations. Last month the wastewater meter was more than wastewater sold for the first time in a very long time.

Ms. Monroe reported that the grass on Horizonview Dr., in Parkview Park and Mosko Park has been fertilized and the sprinkler systems are running.

- Augmentation and Usage Reports (AI)

Dr. Testa reported that the District produced 5,342,000 gallons and sold 5,198,047 gallons of water. The wastewater to water ratio 91.3% for the preceding month. Dr. Testa also reported on the augmentation plan data.

- Progress on Well Collection Line Project

Dr. Testa advised that they would like to take the 7.5 horse power pump from well 214 and put it in well 211. Well 211 has only a 5 horse power pump right now. They would then put a 10 horse power pump into well 214. This would increase production in well 211. Once this is done, we should be able to balance the wells out and determine if we want to add any more lines, improve the flow or whatever else might be needed. This would also need some recommendations from people that can calculate the pump mathematics.

Dr. Testa advised that he has received information for the Consumer Confidence Report and he will start preparing those so we could possibly have the report go out with the May billing.

#### H. Legal Report (Paul)

Mr. Anderson reported on the interim service IGA amendment The City of Colorado Springs is pre-purchasing the District's excess sewer line capacity and treatment capacity in Lower Fountain. Mr. Anderson advised that he has left numerous messages with Bethany Burgess at the City Attorney's office but has not received any communication back. Mr. Anderson is not sure where this stands at the moment.

Mr. Anderson advised that he attended a workshop held by the City of Colorado Springs Utility Board regarding water and wastewater regionalization. Mr. Anderson advised that the City's Utility Board is on board but is it going to be an extended process.

Mr. Anderson advised that he has not heard on anything regarding Copart.

Mr. Anderson advised that he has not heard on anything regarding the Lacey Estate bonds.

Mrs. Anderson advised on legislation that the General Assembly is currently in recess and the plan is for reconvening on May 18, 2020.

I. Fire Department Report (Josh Winter)

Chief Winter advised that they have been tracking what local changes are and the national trends are regarding COVID-19. Chief Winter's priority is keeping our contractors healthy so that can keep coming into work.

Chief Winter advised in the last 2 month we have had 23 alarms. 14 of them were medicals. None of the 14 medicals calls came back confirmed as COVID-19. Chief Winter has not heard of anyone in the District to have had contact with anyone with a positive for COVID-19.

Chief Winter advised that their PPE situation looks good for the number of calls we have. Chief Winter advised that we have 12 full length gowns with sleeves and are trying to use these gowns every time; 50 sleeveless gowns to use as a last resort; 7 chemical suits with hoods which they use these suits if they know that the call is a positive COVID-19 and they will have to make significant contact with the patient; 200 N95 masks and 4 full face shields.

Chief Winter advised that every medical call they receive they are considering it to be a COVID-19 call. Which means at a minimum, one person will have the gown, eye goggles and an N95 mask on. The way the patient is contacted is a little different from before. The person wearing the PPE gear will knock on the door to see if the patient is able to come outside. If they do have to go inside the patient's home, they will but if not, then the patient is asked to come outside in open air and maintaining that 6-foot distancing guideline. They are trying to practice one person will make contact with the patient and the other will stand back even further. Unless something happens where both firefighters need to make contact with the patient. The City of Colorado Springs has stopped sending engines to Alpha level calls. Alpha level calls are very minor calls. Chief Winter has asked dispatch not to dispatch us until the ambulance has been dispatched. The reason for this is, is because for very minor calls this will allow less exposure to someone that may or may not have COVID-19. Our engine is going on every single call, just for Alpha level calls they don't roll until the ambulance has been dispatched.

Chief Winter explained that if one of the firefighters comes into contact with someone that has COVID-19, the PPE that the firefighter is wearing gets bagged up and sent into the hospital with the ambulance and disposed of at the hospital. This allows for us not having to deal with the decon issue here at the station with contaminated PPE.

Chief Winter advised if our firefighters arrive at the same time as the ambulance, they will ask if their assistance is needed and if not, they leave. All these changes are happening with all the local fire departments. We are not doing anything outside of the ordinary.

J. Fountain Mutual Irrigation Company (Dr. Al Testa)

Dr. Testa reported that since they have completed the outlet work. Every thing has been checked and approved by the State. We have been storing about 30-acre feet.

Dr. Testa advised that the excavation on the reservoir continues.

K. Lower Fountain Metropolitan Sewage Disposal District (Floyd)

Director Edwards reported that Lower Fountain had about a 10-minute meeting. The well is going dry and they are looking into bringing potable water.

Director Cantin asked if we were ready to go for the election next week. April Ruesewald advised that we are.

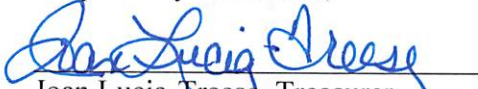
L. Executive Session

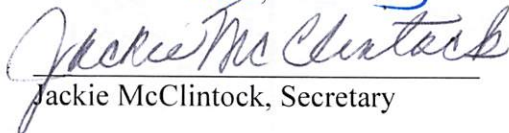
No Executive Session.

**III. Adjournment**

**A motion was made and seconded to adjourn the regular meeting at approximately 6:36 p.m. Upon a voice vote, the motion passed unanimously.**

Respectfully Submitted,

  
Joan Lucia-Freese, Treasurer

  
Jackie McClintock, Secretary