

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

Thursday, February 16, 2023 at 5:30 PM
4770 Horizonview Drive
Colorado Springs, CO 80925

Board Members:

Jackie McClintock	President, Chairman
Michelle Nuttall	Vice President
Cynthia Dixon	Treasurer
Michael Cantin	Secretary
Amanda Bandfield	Assistant Secretary/Treasurer

Also Present: Dr. Al Testa, Ken Grant, Chief David Lee, Liz Stokes, Frankie Diaz, Becky Caddick

I. Recurring Business

- A. Call to Order – Director McClintock called the meeting to order at 5:30 PM
- B. Pledge of Allegiance
- C. Roll Call – Determination of a Quorum-A Quorum was present.

Jackie McClintock – present
Michelle Nuttall – present
Cynthia Dixon – present
Michael Cantin – absent
Amanda Bandfield – present

- D. Approval of the Minutes of the Regular Meeting of January 19, 2023

A motion was made by Director Bandfield and seconded by Director McClintock to approve the minutes of January 19, 2023. Upon a voice vote, the motion passed unanimously.

- E. Review District Finances (Mrs. Stokes)

Mrs. Stokes provided an overview of the district finances. January is 8% year-to-date for the budget and most of the finances are on track. Variances exist for property tax revenue due to timing of these payments, and the water fund expense is at 19% due to a large payment to Lower Fountain. There were no questions or comments from the Board.

- F. Approval of Payments (Mrs. Stokes)

A motion was made by Director Bandfield and seconded by Director Dixon to approve the payables as presented. Upon a voice vote, the motion passed unanimously.

II. General Business

A. Board's Time

Director McClintock announced that District Manager Ken Grant has resigned as of February 17, 2023.

B. Fire Department Report (Chief Lee)

Chief Lee reported on the 31 calls month-to-date. Seven were traffic accident calls split between the two CCMD intersections on Marksheffel (Bradley and Drennan). It was stated there is a new traffic light at Drennan and decreased speed limit to 45 MPH between the intersections. There were 16 medical calls and 8 service calls. Chief Lee states the fire load for potential grass fires is down due to the recent snowfall.

C. District Manager updates (Mr. Grant)

Mr. Grant reported on the following:

District Manager resignation effective Friday, February 17, 2023. With his background and expertise in Space Systems Operations, Mr. Grant has accepted a position with a Space Force company in North Dakota for the next 6 months assisting with the company's start-up at that location. Mr. Grant states he plans to return at the end of October 2023 and possibly resume District Manager position if it is still available. Dr. Testa will be serving as interim District Manager.

Dec 2022 late fees: 108; Jan 2023 late fees: 112; Jan 2023 disconnects: 7; Feb 2023 disconnects: 8. Mr. Grant states that the office courtesy calls help keep the numbers down which makes for less work for the field techs and increased customer satisfaction.

Superintendent Pedro Velazquez is out for up to 6 weeks from surgery, and Frankie Diaz is covering. Mr. Grant reports that Mr. Velazquez is recovering well and may be back in office as soon as Monday February 27, 2023.

New Administration Building:

- 17 Feb: Contractor letters of intent due
- 24 Feb: Down-selection announcement
- 13 Mar: Contractor bids due
- 31 Mar: Winning contractor announcement

Mr. Grant provided the BOD with a packet with proposed timelines and finishes etc. CCMD received 2 letters of intent from contractors to-date with hopes for more by the end of the deadline, February 17, 2023. The submissions will be reviewed with the top 3 selected to move forward for bid to be announced February 24, 2023.

Fire Station Remodel: Mr. Grant reports CCMD was visited by CSFD Architects/Engineers February 13, 2023, who seem satisfied with the structure of the building; some erosion to the exterior concrete facing from the irrigation system exists that will not be a problem. IT will be revisiting next week (Thursday AM).

CCMD Audit kickoff meeting with attorney. Mr. Grant met with Louie Larimer on February 13, 2023, regarding the compliance audit. Mr. Larimer is now signed up as SDA member to review SDA guidelines CCMD uses as resource.

D. District Operations

- Parks, Water and Sewer Systems (Mr. Diaz)

Mr. Diaz stated that 226,000 gallons of water are used a day which is slightly below expected for this time of the year. They anticipate increased usage for March and April due to the start of irrigation season. The field techs will be exercising the valves as the weather warms up. The water plant and wells are running smoothly.

Mr. Diaz reports T-Bone Construction will be installing the roof on the new carport on Monday, February 20, 2023.

Mr. Diaz states the wastewater numbers are good and they will soon be inspecting the sewer under the utility hole covers on nice weather days.

The parks are being routinely maintained with trash removal. Mosko Park will be getting new mulch for the area under the slide end of March / beginning of April.

The techs will be cleaning Horizonview of pine needles and debris after the snow melts.

The techs will be doing routine spring maintenance on the machines to get ready for the upcoming mowing season.

- Augmentation and Usage reports (Dr. Testa)

Dr. Testa reports 6.6 million gallons of water were produced, however only about 6 million gallons were sold, meaning there is a water loss in the system they are continuing to monitor.

Dr. Testa reports 109% sewer sold vs metered, this discrepancy is explained by timing of the meter reads, calibration of meters, and difference in meter type.

Dr. Testa reported on the Augmentation Plan. There is a current deficit in water to be paid back to the creek which fluctuates and is monitored closely by CCMD and the State, with the goal to be at a credit by the end of the year.

E. Fountain Mutual Irrigation Company (AI)

Dr. Testa states there is a lot of activity regarding water cases at FMIC. Also of note, is talks of 2 parts of FMIC's ditch to be relocated by developers for land development.

F. Lower Fountain Metropolitan Sewage Disposal District (Director McClintock)

Director McClintock reported updates about Lower Fountain.

G. Legal Report (Mr. Larimer)

Mr. Larimer was not present and was excused from the meeting.

H. Public Comment-Maximum of 5 minutes per person

No public was present at the meeting.

III. Other Business

A. Water case 22CW3040 (Dr. Testa)

Dr Testa recommended to withdraw from this water case as the wells are near Fountain Creek and do not impact CCMD in any way.

A motion was made by Director Bandfield and seconded by Director Nuttall to withdraw from the 22CW3040 Water Case. Upon a voice vote, the motion passed unanimously.

B. Board's Time

A motion was made by Director Bandfield and seconded by Director Nuttall to excuse Director Cantin from the BOD meeting. Upon a voice vote, the motion passed unanimously.

IV. Executive Session if needed

Executive Session) §24-6-402(4) (?). C.R.S. Executive session was not entered.

V. Adjournment

A motion was made by Director McClintock and seconded by Director Bandfield to adjourn the regular meeting at 6:25 pm. Upon a voice vote, the motion passed unanimously.

Respectfully Submitted,

Jackie McClintock, President

Michael Cantin, Secretary
