

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

Thursday, August 17, 2023 at 5:30 PM
3570 Aerospace Blvd.
Colorado Springs, CO 80925

Board Members:

Empty Seat	President, Chairperson
Michelle Nuttall	Vice President
Cynthia Dixon	Treasurer/Secretary
Amanda Bandfield	Director
Sherry Johnson	Director

Also Present: Dr. Al Testa, Jackie McClintock, Liz Stokes, Pedro Velazquez, Becky Caddick, Andrew Tuthill.

I. Recurring Business

A. Call to Order – Director Michelle Nuttall called the meeting to order at 5:30 PM.

B. Pledge of Allegiance

C. Roll Call – Determination of a Quorum: a Quorum was present

Michelle Nuttall – present

Cynthia Dixon – present

Sherry Johnson – present

Amanda Bandfield – present

D. Approval of Resignation from the Board of Jackie McClintock

A motion was made by Director Dixon and seconded by Director Nuttall to approve the resignation from the Board of Jackie McClintock. Upon a voice vote, the motion passed unanimously.

E. Approval of the Minutes of the Regular Meeting of July 20, 2023

A motion was made by Director Bandfield and seconded by Director Dixon to approve the minutes of the July 20, 2023, with no changes. Upon a voice vote, the motion passed unanimously.

F. Review District Finances

Liz Stokes presented the bank balances. She then provided an overview of the district's finances referencing the budget comparison. July is 58% year-to-date and the expenses are on target. On the revenue side, water usage is lower than expected, which will hopefully be in balance by the end of the year. There were no questions from the Board. Mrs. Stokes made a request to pay the Director fees at the end of each month rather than after each meeting to make timing more consistent with the existing employee payroll dates.

A motion was made by Director Bandfield and seconded by Director Nuttall to move payment of the Director fees to the last day of each month. Upon a voice vote, the motion passed unanimously.

G. Approval of the Payments

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

II. General Business

A. Board's Time

Director Bandfield reported a resident came into the office and stated his neighbor moved a hose which flooded the resident's basement.

Director Nuttall suggested to have pet waste pick-up be a newsletter item again.

Director Bandfield reported that vehicles are being broken into and stolen in the district.

Director Nuttall stated that storm and yard debris are piled up in the streets.

B. Fire Department Report

Dr. Testa stated that remodel of the CCMD Fire Station living area would be starting in the next month or so. The rest of the rebuild will start later but regardless, there will be four CSFD Firefighters in the building starting January 1, 2024. Dr. Testa recommended the Board's approval of the Individual Plan for the CCMD Fire Station.

A motion was made by Director Bandfield and seconded by Director Johnson to approve the Individual Plan for the CCMD Fire Station. Upon a voice vote, the motion passed unanimously.

C. District Operations

Parks, Water, and Sewer Systems:

Mr. Velazquez stated that 350,000 gallons of water are used each day, similar to last month's water usage. The water plant is running smoothly. CCMD collected samples from 40 homes for state mandated lead and copper testing. Mr. Velazquez states we are sending 160,000 gallons of wastewater each day to the treatment plant. The city is getting ready to connect the new development at Bradley Heights to our sewer lines. They will be pumping the wastewater from one manhole to another during the connection so there will be no interruption of flow. The parks are being routinely maintained with mowing and trash removal. CCMD drainage ditches are being cleaned out of debris.

Augmentation and Usage Reports:

Dr. Testa reports 9.8 million gallons of water were produced for the month and 5.2 million gallons of wastewater were sold, meaning much of the water being produced is being used for irrigation and construction. The usage graphs have a unique curve this year due to the rainfall we are having. Dr. Testa reported on the Augmentation Plan.

CCMD has a net surplus of augmentation water and continues to sell the excess consumptive Robinson water to AGRA.

Operations:

Dr. Testa reported we are still waiting on the manufacturer to produce the new vent needed for the water storage tank. It has been ordered but is not yet scheduled for installation, which will need to be coordinated with the Airport.

The operations team is closely monitoring the well impellers because there is a drop in efficiency in one of them. Water production has not been impacted. New impellers are to be delivered and installed in September.

Administration Building Progress Update:

Dr. Testa reported that the construction of the Administration Building is currently in the framing and plumbing state. The detention pond dirt work is done but still needs concrete drain blocks which are ordered. Dr. Testa provided the Board with samples of the planned building finishes.

Personnel Changes:

Dr. Testa welcomes Jackie McClintock as a part-time employee of the district to help coordinate office staff and insurances.

District Retreat for Board, Staff, and Immediate Consultants:

Dr. Testa has arranged a team building retreat for the board, staff, and immediate consultants in lieu of a Christmas party.

D. Fountain Mutual Irrigation Company

Dr. Testa reports FMIC lost their District Manager. Moe Cady is stepping in to help out with some of the duties, while other things such as payroll are being outsourced. The storm damage to the ditches has been repaired.

E. Lower Fountain Metropolitan Sewage Disposal District

Mrs. McClintock reported updates about LFMSDD. They are still on the temporary permit for the biotreatment of the wastewater. They will be repairing a section of the road that has caved in; CCMD will be sharing the cost along with the other shareholders.

F. Legal Report

Louie Larimer was not present at the meeting and was excused. House Bill 23-1105 was emailed to the Board for their review. Mr. Larimer will have recommendations for the Board at the next meeting.

Dr. Testa Presented District Customer Deposit Rules Resolution No. 2023-08-17.1 to the Board.

A motion was made by director Bandfield and seconded by Director Nuttall to approve Resolution No. 2023-08-17.1. Upon a voice vote, the motion passed unanimously.

G. Public Comment – Maximum of 5 minutes per person

Andrew Tuthill stated he thought the district residents should revisit the idea of having a neighborhood watch due to the recent vehicle thefts in the district.

III. Executive Session, if needed

Executive Session §24-6-402(4) (f). C.R.S was entered at 6:20 to discuss open board positions.

A motion was made by Director Bandfield to exit Executive Session and resume the Regular Meeting at 6:26. Upon a voice vote, the motion passed unanimously.

IV. Other Business

A. Board's time

A motion was made by Director Dixon and seconded by Director Johnson to appoint Director Amanda Bandfield as CCMD Board President. Upon a voice vote, the motion passed unanimously.

A motion was made by Director Bandfield and seconded by Director Johnson to keep all other board positions the same. Upon a voice vote, the motion passed unanimously.

It was requested to post the open Director position in the newsletter.

Director Bandfield volunteered to become CCMD's primary representative for LFMSDD since Jackie McClintock resigned from the Board. A back-up will be assigned at a later date.

V. Adjournment

A motion was made by Director Nuttall and seconded by Director Bandfield to adjourn the Regular Meeting at 6:32 PM. Upon a voice vote, the motion passed unanimously.

Respectfully Submitted,

Amanda Bandfield, President

Cynthia Dixon, Treasurer/Secretary