RECORD OF PROCEEDINGS

MEETING OF THE BOARD OF DIRECTORS

EVERGREEN METROPOLITAN DISTRICT

DECEMBER 18, 2024

ADMINISTRATIVE MEETING

1.0 CALL TO ORDER

1.1 The regular monthly meeting of the Board of Directors of Evergreen Metropolitan District, concerning administrative, operational, and other District business convened at 8:47 a.m. on Wednesday, December 18, 2024. The Board met at the Evergreen Metropolitan District Administration Building, 30920 Stagecoach Blvd., Evergreen, Colorado, following statutory notice. The meeting was recorded to aid in preparation of the minutes.

2.0 In attendance were Chairman Mark Davidson, Secretary Jim Viellenave, Treasurer Jack Wolfe, and Director John Ellis. Director Brian Stephens-Hotopp was absent with Board approval. Also present were General Manager Jason Stawski, Administration Manager Shelley Koch, and Attorney Paul Cockrel.

3.0 MINUTES OF PREVIOUS MEETING

3.1 The Board reviewed the minutes of the November 2024 Administrative Board Meeting and Executive Session. Director Ellis motioned to approve the minutes as presented. Secretary Viellenave seconded the motion, followed by Board approval.

4.0 TREASURER'S REPORT

4.1 Treasurer Wolfe presented the Statement of Cash and Investments for the period ending November 30, 2024. Attached hereto and incorporated herein is the referenced report.

5.0 PRESENTATION OF BILLS

5.1 The Board reviewed payroll and bills for payment. After full discussion of the bills for payment, outstanding bills in the General Fund and Developers' Fund were presented for payment as set forth in the Treasurer's Report. Attached hereto and incorporated herein are the referenced reports.

5.2 Director Ellis motioned to approve the Treasurer's Report; all accounts presented for payment by the District and directed that the General and Special Fund of the District be drawn upon in satisfaction thereof. Secretary Viellenave seconded the motion, followed by Board approval.

6.0 <u>REPORT OF THE GENERAL MANAGER</u>

6.1 <u>Documents for Signature</u>

- Minutes of October 2024 Administrative Board Meeting
- 2025 Election Resolution
- Confirmation of 2025 Billing Rates
- 2025 Budget Resolution

6.2 <u>Administrative Request Agenda</u>

1. The 2025 Election Resolution is attached for signature. Self-nomination forms will be available January 1, 2025. Directors Ellis, Stephens-Hotopp and Viellenave are up for re-election.

2. Water Resources requested additions to the Rules and Regulations. Attorney Cockrel reviewed the draft language.

    a. Irrigation is prohibited between the hours of 10:00 a.m. and 6:00 p.m., except for drip irrigation or a special permit.

    b. Leaks and excessive water use that are not fixed within 10 days of notice from the District are subject to fines.

After discussion, the Board agreed with the Water Resources request for both additions to the Rules and Regulations, with a soft implementation. A resolution amending the Rules and Regulation will be prepared by the Attorney for adoption at the next Board meeting.

6.3 Administrative Items

Ms. Lauren Harvey, Director of Government Relations with the Colorado Dental Association, sent another letter to the District regarding the decision to discontinue adding fluoride to the water. General Manager Stawski had a conversation with her. She will gather local dental data and send to the District when compiled.

The Board discussed Kittredge Sanitation and Water District's (KSWD) request to consolidate with Evergreen Metro District. The KSWD Board approved legal expenses for their attorney to begin work on a Resolution for consolidation. Chairman Davidson will meet with the KSWD President in January, 2025, to discuss the consolidation process that will be followed.

Staff have completed the yearly statutory required filings as follows: Transparency Notice, Updated Boundary Map, No Mill Levy Letter, and the 2025 meeting schedule.

7.0 REPORT OF THE ATTORNEY

7.1 Water Resources Manager Riggle joined this portion of the meeting. Attorney Cockrel updated the Board on the Observatory property and a memo he sent to Mr. Jack Buchanan in response to his request to serve the Observatory property and a new request for conditional approval for greywater use onsite. The Attorney's memo details the terms of service previously stated by the District and West Jefferson County Metropolitan District. The requests are on hold awaiting Mr. Buchanan's submittal of all information required by the Districts.

7.2 The Board approved Attorney Cockrel moving forward with adding language to the Bell Park Estates easement to remove EMD's responsibility with regard to retaining walls that will be constructed over the sewer main at 26248 Bell Park Drive.

7.3 General Manager Stawski sent Ms. Nicki Simonson of Hidden Valley an email that the District would be preparing an amendment to the service agreement and start charging, in the 2025 calendar year, for 34.1 acre feet of storage in the District's storage reservoirs, since no storage rights have been acquired by Hidden Valley and transferred to EMD as is detailed in the service agreement. In 2025, the District will send a bill for storage services to Hidden Valley that will total approximately $43,000 for the 2025 calendar year with charges annually thereafter until Hidden Valley has purchased alternative storage rights per the service agreement.

8.0 ANNOUNCEMENTS

The next regular meeting of the Directors of the Board is scheduled for Wednesday, January 22, 2025, at 8:30 a.m. in the Administration Building Boardroom.

9.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 11:11 a.m.

Respectfully Submitted,

Secretary

RECORD OF PROCEEDINGS

MEETING OF THE BOARD OF DIRECTORS

EVERGREEN METROPOLITAN DISTRICT

DECEMBER 18, 2024

OPERATIONAL MEETING

1.0 CALL TO ORDER

1.1 The regular monthly meeting of the Board of Directors of Evergreen Metropolitan District, concerning administrative, operational, and other District business, convened at 11:16 a.m. on Wednesday, December 18, 2024. The Board met at the Evergreen Metropolitan District Administration Building, 30920 Stagecoach Boulevard, Evergreen, Colorado, following statutory notice.

2.0 In attendance were Chairman Mark Davidson, Secretary Jim Viellenave, Treasurer Jack Wolfe, and Director John Ellis. Director Brian Stephens-Hotopp was absent with Board approval. Also present were General Manager Jason Stawski, Administration Manager Shelley Koch, Water Resources Manager Thomas Riggle and Attorney Paul Cockrel.

3.0 MINUTES OF PREVIOUS MEETING

3.1 The Board reviewed the minutes of the November 2024 Operational Board Meeting. Director Ellis motioned to approve the minutes as presented. Treasurer Wolfe seconded the motion, followed by Board approval.

4.0 OPERATIONAL REQUEST AGENDA

4.1 Purchase Requests

1. Floc-Sed Building Mold Remediation to include painting, adding ventilation and roof modifications at a cost of $16,000.

2. Purchase of a Wachs Standard LX-VMT valve exercising trailer at a cost of $97,525.99.

4.2 Operations Request Agenda Approval

Secretary Viellenave motioned to approve both items as presented. Director Ellis seconded the motion, followed by Board approval.

5.0 REPORT OF THE GENERAL MANAGER

5.1 Documents for Signature

- Minutes of October 2024 Operational Board Meeting
- CMAR Agreement with Rice Lake West

6.0 WATER RESOURCES DIVISION

6.1 Development

No updates.

6.2 Environmental

As of December 11, 2024, the Bear Creek stream gauge at BCREVRCO was under ice and stream flow was 7.77 cfs at BCRMORCO. Precipitation received was 4.4 inches. Current snowpack at the Echo Lake site is 14 inches with a snow water equivalent of 3.5 inches.

The Bear Creek Watershed Association has hired Kielty Diversified Projects for administrative services and Leonard Rice Engineering for technical services.

6.3 Water Rights

The water storage status report was provided to the Board.

7.0 COLLECTIONS & DISTRIBUTION DIVISION

7.1 Distribution

The crew repaired four water main breaks on Highway 73, Alpine Drive, Buffalo Park Rd, and Mountain Park Road.

7.2 Collection System

No updates.

7.3 Capital Projects

Vactor Truck Replacement: C&D Manager Levy requested confirmation of the Board's intent to purchase the Gap Vac truck so that the build spec sheet can be completed. The Board agreed to move forward with notification of intent and the spec sheet.

8.0 WATER DIVISION

8.1 Water Treatment Plant Report

There were no State Health Department violations this period.

Month of November — Water Processed

WTP INFLUENT		
	Average	Highest
Turbidity, NTU	1.34	3.51
Manganese, mg/L	0.023	0.031
TOC, mg/L	1.9	2.0
Temperature, C	5.8	9.2

WTP EFFLUENT			
	Average	Lowest	Limit
Free Chlorine, mg/L	1.33	1.11	≥0.3
	Average	95^{th} Percentile/ Limit	Highest/Limit
Turbidity, NTU	0.032	0.051/0.1	0.095/≤0.5

Secondary Drinking Water Standards (non-enforceable)			
	Average	Limit	
Manganese, mg/L	0.005	0.050	
pH	7.2	6.5-8.5	
	Average	Goal	Limit
Fluoride, mg/L	0.78	0.7	2

The Water Treatment Plant processed 24.23 million gallons of water. No water was discharged to Bear Creek due to scheduled maintenance.

8.2 Transmission and Water Quality

Backflow Assemblies: 93.5% have been tested with 1 current failure.

8.3 Meters and Customer Service

Metered Water: 20.39 million gallons with an apparent water loss of 23.3%. The national average of 15%.

8.4 Projects

Meter Replacement Project: No updates.

Water Treatment Plant Roof Replacement: B&M Roofing continues work for the roof replacement.

Telemetry Radio Project: All sites have been upgraded to the new radios except the Troublesome Gulch Valve Station due to communication problems.

Water Model: The water model has been completed by JVA and staff, and final pay requests are being submitted to close out the grant.

Dam Outlet: The final electrical drawings have been received from GEI.

Water Treatment Plant Remodel: A public meeting for the SFR loan application was held on December 11, 2024, with no members of the public attending. The CMAR agreement was submitted for signature. In 2025, the state is changing the way they distribute the SRF funds. A priority number was assigned, and the District did not receive a favorable priority number, which means the District is restricted to Open cycles only when applying for funding, resulting in greater competition.

Floc-Sed Lighting: Grasmick Electric is replacing the fluorescent lighting with LED lighting this month.

8.5 Other

Forest Hill AT&T Site: Attorney Cockrel is drafting an amendment to the lease agreement. The Board agreed that the current escalator proviso in the lease agreement will be applied to the increased square footage number.

9.0 WASTEWATER DIVISION

9.1 Wastewater Treatment Plant Report

There were no violations of the Evergreen Discharge Permit for the current period. The data below shows monthly averages of process control/lab test results/permit levels.

Month of November:

	Evergreen	Permit Level	West Jeff	Permit Level	Kittredge	Permit Level
Avg. Flow-MGD	0.4160	.99	0.3709	0.70	0.0404	0.125
Max. Flow-MGD	0.4658	---	0.4249	---	0.0535	---
Avg. Turb-NTU	1.87	---	2.8	---	2.36	---
Avg. BOD-Mg/L	2.19	30	3.76	30	3.89	30
Avg. TSS-Mg/L	3.2	30	1.8	30	2.4	30
E. Coliform-CL/100ml	4#/100	378/756	3#/100	187/374	4.0	1075/2150
Ammonia-Mg/L	0.656	6.9 mg/L	1.553	5.4 mg/L	1.283	4.4 mg/L
T.I.N. Max	12.428	22.9 mg/L	9.87	22.9 mg/L	9.921	22.9 mg/L
Phosphorus-Mg/L	0.988	1.0 mg/L	0.155	1.0 mg/L	0.36	1.0 mg/L
pH	6.6 to 6.93	6.1 to 9.0	6.9 to 7.07	6.4 to 9.0	7.04 to 7.28	6.0 to 9.0

9.2 Biosolids

Denali Water Solutions hauled 60,000 gallons of biosolids in 10 loads. The current year-month average is 132,000 gallons.

9.3 Maintenance

Grasmick Electric is scheduled to have the necessary repairs from the electrical preventive maintenance inspections addressed. Grasmick will then prepare a quote for the components that need replaced.

9.4 Lift Stations

The El Pinal generator/ATS project is complete and no longer tripping out under generator power. Staff will install two discharge piping check valves and one three-way valve.

9.5 Capital Projects

Centrifugal Blower Replacement Project: The double blower room doors will be installed in January.

Biosolids Dewatering Project: This project is at the 60% design stage. A pre-bid contractor meeting was held on December 4, 2024, and the DOLA grant application was submitted on November 27, 2024.

10.0 REPORT OF THE ATTORNEY

None

11.0 ANNOUNCEMENTS

The next regular meeting of the Directors of the Board is scheduled for Wednesday, January 22, 2025, at 8:30 a.m. in the Administration Building Boardroom.

12.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 12:18 p.m.

Respectfully Submitted,

Secretary

Jack D Wolfe

John Ellis

Mark Davidson