

RECORD OF PROCEEDINGS

MEETING OF THE BOARD OF DIRECTORS

EVERGREEN METROPOLITAN DISTRICT

JULY 24, 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 8:41 a.m. on Wednesday, July 24, 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, Director John Ellis, and Director Brian Stephens-Hotopp. Also present were General Manager Jason Stawski, Administrative & Financial Analyst Shelley Koch, and Attorney Paul Cockrel.

3.0 MINUTES OF PREVIOUS MEETING

- 3.1 The Board reviewed the minutes of the June 2024 Administrative Board Meeting. 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 June 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

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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 AUDIT

- 6.1 Former EMD General Manager Lighthart joined this portion of the meeting. Ms. Thuy Dam of CLA and Mr. Zachary Yeoman and Mr. Cody Moore of Watson Coon & Ryan joined this portion of the meeting via Zoom to present the audit findings. Mr. Yeoman and Mr. Moore explained the audit process, potential risks and highlights. An Unmodified (Clean) Opinion is being issued. A Governance letter will be provided.
- 6.2 Ms. Thuy Dam reviewed the financials and notes in the audit. Attorney Cockrel explained Tabor and de-Brucing. The District as an Enterprise operates outside of Tabor. Attorney Cockrel noted that water rights are not reported at market value, which is much higher than the acquisition cost value listed in the financial statements.
- 6.3 Director Ellis motioned to accept the audit as presented. Treasurer Wolfe seconded, followed by Board approval. The Management Representation letter was signed by the Board.

7.0 JVA PROPOSAL

- 7.1 Mr. Simon Farrell (in person), Kevin Tone (in person) and Ms. Melissa Whitmore (via Zoom) from JVA joined this portion of the meeting to present a proposal for the Biosolids Dewatering project and provide an update on the construction plans. Also present were Water Manager Kevin Rosemeyer, Wastewater Manager Kevin Johnson, EMD Plant Operator Ivan Wolverton, and former EMD General Manager Dave Lighthart.

The scope of services include engineering 10% design and site application, SRF funding, 30% and 60% design, CMAR bidding,

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and 100% construction documents. Mr. Farrell also discussed the Flatirons land survey proposal submitted.

Director Ellis motioned to approve the JVA proposal at a cost of \$215,200 contingent upon each task requiring a notice to proceed. Director Stephens-Hotopp seconded the motion, followed by Board approval.

8.0 REPORT OF THE GENERAL MANAGER

8.1 Documents for Signature

- Minutes of May 2024 Administrative Board Meeting and Executive Session

8.2 Administrative Request Agenda

Several Water Plant buildings were damaged by hail. An insurance claim was submitted and the insurance administrator assessed the damage at \$271,791. Insurance payment was received for \$188,148.28 with \$47,424 depreciation to be paid after the repair (total \$235,572.28) and a deductible of \$36,219.40. After discussion, Director Stephens-Hotopp motioned to approve repair of the buildings by RoofConnect at an approximate cost of \$271,791 utilizing insurance payments of \$235,572.28 and District out-of-pocket cost of approximately \$36,219.40, not-to-exceed \$50,000. Director Ellis seconded the motion, followed by Board approval.

8.3 Administrative Items

General Manager Stawski discussed the Service Line Call-Out policy.

The 2025 Eligibility Survey has been submitted to CDPHE.

The Rules and Regulations have been updated and posted on the District's website.

9.0 REPORT OF THE ATTORNEY

9.1 Hiwan Country Club Agreement Amendment

Attorney Cockrel reported that work continues on the Hiwan Country Club water agreement amendment.

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10.0 EXECUTIVE SESSION

Director Ellis moved that the regular meeting of the Board be temporarily adjourned and that the Board convene in Executive Session for the purpose of receiving advice from legal counsel regarding the 3959 Ponderosa Lane lien for illegal connections to the water and wastewater system in accordance with Section 24-6-402(4)(b), C.R.S. The motion was seconded by Secretary Viellenave and unanimously carried. The Board temporarily adjourned the regular meeting at 11:55 a.m. and convened in Executive Session. The Executive Session was adjourned and the Board reconvened in regular session at 12:29 p.m.

11.0 ANNOUNCEMENTS

The next regular meeting of the Directors of the Board is scheduled for Wednesday, August 28, 2024, at 8:30 a.m. in the Administration Building Boardroom.

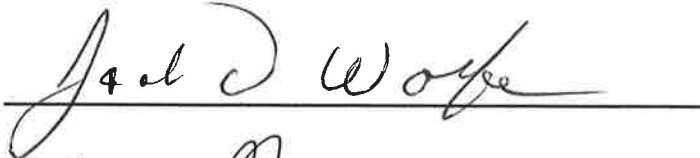
12.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 12:30 p.m.

Respectfully Submitted,


Secretary









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MINUTES OF THE EXECUTIVE SESSION
OF
EVERGREEN METROPOLITAN DISTRICT
HELD

July 24, 2024

An Executive Session of the Board of Directors ("Board") of the Evergreen Metropolitan District ("District") was held on Wednesday, July 24, 2024, at the Administration building at 11:55 a.m. and was adjourned at 12:29 p.m. at the Evergreen Metropolitan District Administrative Building, 30920 Stagecoach Boulevard, Evergreen, Colorado.

ATTENDANCE

AT THE 11:55 A.M.

EXECUTIVE SESSION

Directors in attendance:

Chairman Mark Davidson
Treasurer Jack Wolfe
Secretary Jim Viellenave
Director John Ellis
Director Brian Stephens-Hotopp

Also in attendance:

Jason Stawski, General Manager
Shelley Koch, Administrative & Financial Analyst
Paul Cockrel, Attorney

EXECUTIVE

SESSION

The Executive Session of the Board was convened at 11:55 a.m. for the purpose of receiving advice from legal counsel regarding the Ponderosa Lane lien placed for illegal connections to the water and wastewater system in accordance with Section 24-6-402(4)(b), C.R.S.

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The Board did not engage in substantive discussion of any matter not enumerated in Section 24-6-402(4)(b), C.R.S., nor did it adopt any proposed legislative policy, position, resolution, rule, regulation or similar action. Treasurer Wolfe motioned to adjourn and reconvene in regular session, seconded by Director Ellis, followed by Board approval. The Executive Session was adjourned at 12:29 p.m.

Pursuant to Section 24-6-402(2) (d.5)(II)(A), C.R.S., I hereby attest that I chaired the Executive Session meeting of the Board convened on July 24, 2024, and that the above Minutes of such meeting substantially reflect the substance of the discussions during the Executive Session.



Mark Davidson, Chairman

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MEETING OF THE BOARD OF DIRECTORS

EVERGREEN METROPOLITAN DISTRICT

JULY 24, 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 12:30 p.m. on Wednesday, July 24, 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, Director John Ellis and Director Brian Stephens-Hotopp. Also present were General Manager Jason Stawski, Administrative & Financial Analyst Shelley Koch, Attorney Paul Cockrel, Wastewater Manager Kevin Johnson, Water Manager Kevin Rosemeyer, and EMD Plant Operator Ivan Wolverton.

3.0 MINUTES OF PREVIOUS MEETING

3.1 The Board reviewed the minutes of the June 2024 Operational Board Meeting. Secretary Viellenave motioned to approve the minutes as presented. Director Stephens-Hotopp seconded the motion, followed by Board approval.

4.0 OPERATIONS REQUEST AGENDA

4.1 OpenGov (formerly Cartegraph) Training

A request was made to send three employees to the OpenGov Conference for Cartegraph training at a total cost of \$15,000.

4.2 Land Survey Plat

A Work Order and Authorization for Flatirons, Inc., to provide a Land Survey Plat with topographic information for the Evergreen Wastewater Treatment Plant at a cost of \$10,400.

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4.3 Operations Request Agenda Approval

Director Ellis motioned to approve all items on the Request Agenda as presented. Treasurer Wolfe seconded the motion, followed by Board approval.

5.0 REPORT OF THE GENERAL MANAGER

5.1 Documents for Signature

- Minutes of May 2024 Operational Board Meeting.

6.0 WATER RESOURCES DEPARTMENT

General Manager Stawski explained the new department's roles and changes. Field Operations have shifted to the C&D Department. Water Resources will handle new services inquiries, pretreatment and environmental concerns, as well as management of water resources and water rights administration.

Manager Riggle is working with Evergreen Park & Rec District on their water use overage of allocated taps.

6.1 Development

Fairfield Inn (WJCMD): Mr. Merchant of Fairfield Inn contacted the District to confirm that they will require a tank for fire flow.

Observatory Park (WJCMD): An emergency locate was requested last week. Surveying has begun.

Nob Hill (WJCMD): Water and sewer lines have been installed but are not yet connected.

6.2 Environmental

As of July 16, 2024, the Bear Creek stream flow at BCREVRCO was at 32.9 cfs and was 25.7 cfs at BCRMORCO. As of July 16, 2024, 19.2" of precipitation has been received.

6.3 Water Rights

The water storage status report was reviewed.

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7.0 COLLECTIONS & DISTRIBUTION DIVISION

7.1 Distribution

Staff is looking into installing a CIPP liner inside the broken water main at the Cozy Cleaners Creek Crossing.

The lead and copper service line inventory work continues.

General Manager Stawski is working with CU Denver for a senior engineering design project to look at the feasibility of installing a water main on the south side of the creek through downtown to connect the entire system.

General Manager Stawski approved repair of the TV van's electrical issues at a cost of \$4,260.

7.2 Collection System

The crew has begun jetting in EMD.

7.3 Capital Projects

Flatirons has begun the survey of the Larkspur Water Main properties and the utility easement.

There was a recall on the Wacker Neuson excavator that will be repaired at no cost. JCB will fly two EMD employees to California to demo their excavator.

8.0 WATER DIVISION

8.1 Water Treatment Plant Report

There were no State Health Department violations this period.

Month of June

Water Processed

WTP INFLUENT		
	Average	Highest
Turbidity, NTU	2.7	5.7
Manganese, mg/L	0.024	0.049
TOC, mg/L	4.3	4.9
Temperature, C	12	15.5

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WTP EFFLUENT			
	Average	Lowest	Limit
Free Chlorine, mg/L	1.469	1.21	≥0.3
	Average	95 th Percentile/ Limit	Highest/Limit
Turbidity, NTU	0.024	0.036/0.1	0.071/≤0.5

8.2 Transmission and Water Quality

Lead and Copper Sampling: The triannual lead and copper sampling program has been completed with 30 samples taken. The 90th percentile for lead is 0.006 mg/L (EPA limit 0.015) and for copper is 0.388 mg/L (EPA limit 1.3).

Backflow Assemblies: 40% have been tested with 0 current failures. The state legislature has signed into law a plumbing code change that requires all backflow assemblies to be tested by a licensed plumber.

8.3 Meters and Customer Service

June Billed Water: 42.89 million gallons. Water loss of 11%; nationwide average loss is 15%.

8.4 Projects

Water Treatment Plant Remodel: JVA provided an update on the project's progress.

SCADA Upgrade: Work continues on the asset hierarchy for the Water Treatment Plant.

Meter Replacement Project: 92% of the District is on the new metering system. Radio meters to be replaced total 258.

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.

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Month of June:

	Evergreen	Permit Level	West Jeff	Permit Level	Kittredge	Permit Level
Avg. Flow-MGD	0.3901	.99	0.4232	0.70	0.0377	0.125
Max. Flow-MGD	0.4365	---	0.5075	---	0.0494	---
Avg. Turb-NTU	1.1	---	3.23	---	3.63	---
Avg. BOD-Mg/L	2.24	30	3.5	30	4.75	30
Avg. TSS-Mg/L	1.2	30	4	30	9.37	30
E. Coliform-CL/100ml	1.0	378/756	23	187/374	2	1075/2150
Ammonia-Mg/L	0.144	16 mg/L	1.678	5.0 mg/L	1.947	12 mg/L
T.I.N. Max	7.814	22.9 mg/L	12.34	22.9 mg/L	7.434	22.9 mg/L
Phosphorus-Mg/L	0.19	1.0 mg/L	0.224	1.0 mg/L	0.305	1.0 mg/L

9.2 Biosolids

Denali Water Solutions hauled 180,000 gallons of biosolids in 30 loads. The current year-month average is 135,000 gallons.

9.3 Maintenance

The back wash system pneumatic valves are being installed by staff. The new sludge loadout pump was installed.

9.4 Lift Stations

Wastewater Manager Johnson provided information on each lift station regarding age, condition, and when upgrading has been or is expected to be completed.

9.5 Capital Projects

Biosolids Design Project: A biosolids progress meeting was held on July 1, 2024 with staff and JVA.

10.0 REPORT OF THE ATTORNEY

None

11.0 ANNOUNCEMENTS

The next regular meeting of the Directors of the Board is scheduled for Wednesday, August 28, 2024, at 8:30 a.m. in the Administration Building Boardroom.

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12.0 ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 1:21 p.m.

Respectfully Submitted,


Secretary

