RECORD OF PROCEEDINGS

MEETING OF THE BOARD OF DIRECTORS

EVERGREEN METROPOLITAN DISTRICT

NOVEMBER 20, 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 8:43 a.m. on Wednesday, November 20, 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, Administration Manager Shelley Koch, Attorney Paul Cockrel, and Ms. Thuy Dam of CLA.

3.0 MINUTES OF PREVIOUS MEETING

3.1 The Board reviewed the minutes of the October 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 October 31, 2024. General Manager Stawski reviewed the revisions on the bills for payment. 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 September 2024 Administrative Board Meeting, Executive Session and Second Executive Session
- Letter of Intent to participate in the Jefferson County Emergency Services Hazard Mitigation Plan

6.2 <u>Administrative Request Agenda</u>

1. District participation in the Jefferson County Emergency Services Hazard Mitigation Plan (HMP). General Manager Stawski will be the EMD representative joining the planning meetings. A Letter of Intent to participate and adopt the plan was presented for signature. By participating and adopting the HMP, EMD would be eligible for future Hazard Mitigation grant funding.

2. Request to remove Triad/AllOne EAP counseling services for the Board Directors.

After discussion, Director Ellis motioned to approve both items on the Administrative Request Agenda as presented. Secretary Viellenave seconded the motion, followed by Board approval.

6.3 <u>Administrative Items</u>

Ms. Lauren Harvey, Director of Government Relations with the Colorado Dental Association, forwarded a letter from Dr. Kyle Klepacki and Dr. Brianne Hills from All Kids Dental explaining the benefits of fluoride. No other EMD customers have expressed an interest in the District's decision to discontinue adding fluoride.

General Manager Stawski renewed the Colorado Special District's 2025 property and liability pool insurance coverage.

General Manager Stawski presented a staffing update.

The annual holiday party will be held on December 20, 2024, at the Wild Game with catering by Biscuits and Berries.

6.4 2024 Consolidated Evergreen Metropolitan District Budgets

A public hearing opened at 9:41 a.m. on December 20, 2024, to review Evergreen Metropolitan District's 2025 Consolidated Revised Preliminary Budgets, including the proposed 6% water and wastewater rate increases in the Revised Preliminary Budgets and an increase to $25,500 for system development fees. Three guests from the Lodges HOA noted their concerns about a rate increase as the increase will raise irrigation charges to the Lodges property; Water Resources Manager Riggle will schedule a meeting to discuss irrigation. No other comments were received. One guest from Sweetwater Boutique observed the Public Hearing. Ms. Thuy Dam of CLA and General Manager Stawski reviewed the budgets and rate changes.

Director Stephens-Hotopp motioned to adopt the Resolution approving the 2025 Consolidated Evergreen Metro District Revised Preliminary Budgets as amended, including proposed water and wastewater rate changes and a system development fee increase, and the Resolution to Appropriate Sums of Money for the 2025 Budgets in accordance with the attached Resolutions. Director Ellis seconded the motion, followed by Board approval. The public hearing was closed at 11:06 a.m.

7.0 REPORT OF THE ATTORNEY

7.1 Attorney Cockrel updated the Board on the Water Committee meeting, which included discussions on the Hiwan Agreement and possible increased storage usage of the ponds by the District, the Red Rocks Agreement, EPRD Irrigation Agreement, Soda Lakes, the Hodgson Ditch return flow measurement instrumentation, upstream storage capabilities, and the potential for future water rights.

Attorney Cockrel noted that EMD's share of Soda Lakes is 12.25%, and with approximately $1.6M in repairs needed to the outlet works and dam, EMD's cost share would be approximately $200,000.

8.0 EXECUTIVE SESSION

Secretary Viellenave moved that the regular meeting of the Board be temporarily adjourned and that the Board convene in Executive Session for the purpose of receiving legal advice regarding a tap transfer request in El Rancho, Hidden Valley storage rights/annual lease, the Forest Hill AT&T generator request, and personnel matters in accordance with Section 24-6-402(4)(b)(f), C.R.S. The motion was seconded by Director Ellis and unanimously carried. The Board temporarily adjourned the regular meeting at 11:24 a.m. and convened in Executive Session. The Executive Session was adjourned and the Board reconvened in regular session at 12:22 p.m.

9.0 ANNOUNCEMENTS

The next regular meeting of the Directors of the Board is scheduled for Wednesday, December 18, 2024, at 8:30 a.m. in the Administration Building Boardroom.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 12:33 p.m.

Respectfully Submitted,

Secretary

MINUTES OF THE EXECUTIVE SESSION
OF
EVERGREEN METROPOLITAN DISTRICT

HELD

November 20, 2024

An Executive Session of the Board of Directors ("Board") of the Evergreen Metropolitan District ("District") was held on Wednesday, November 20, 2024, at the Administration building at 11:24 a.m. and was adjourned at 12:22 p.m. at the Evergreen Metropolitan District Administrative Building, 30920 Stagecoach Boulevard, Evergreen, Colorado.

ATTENDANCE AT THE 11:24 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, Administration Manager
Kevin Johnson, Wastewater Manager
Kevin Rosemeyer, Water Manager
Paul Cockrel, Attorney
Thuy Dam, CLA

EXECUTIVE SESSION

The Executive Session of the Board was convened at 11:24 a.m. for the purpose of receiving advice from legal counsel regarding Northstar tap transfer request, Hidden Valley storage rights/annual lease, Forest Hill AT&T generator request, and personnel matters in accordance with Section 24-6-402(4)(b)(f), C.R.S.

The Board did not engage in substantive discussion of any matter not enumerated in Section 24-6-402(4)(b)(f), C.R.S., nor did it adopt any proposed legislative policy, position, resolution, rule, regulation or similar action. Secretary Viellenave motioned to adjourn and reconvene in regular session, seconded by Director Ellis, followed by Board approval. The Executive Session was adjourned at 12:22 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 November 20, 2024, and that the above Minutes of such meeting substantially reflect the substance of the discussions during the Executive Session.

Mark Davidson, Chairman

RECORD OF PROCEEDINGS

MEETING OF THE BOARD OF DIRECTORS

EVERGREEN METROPOLITAN DISTRICT

NOVEMBER 20, 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, November 20, 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, Administration Manager Shelley Koch, Water Manager Kevin Rosemeyer, Wastewater Manager Kevin Johnson, and Attorney Paul Cockrel.

3.0 MINUTES OF PREVIOUS MEETING

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

4.0 OPERATIONAL REQUEST AGENDA

4.1 Purchase Requests

1. CCTV inspection by C&L Water Solutions at the Cozy Cleaners Creek Crossing for an estimated cost of $73,000.

2. Purchase replacement gas powered concrete/ductile iron pipe saw with a pneumatic powered saw at a cost of $5,500.

3. Purchase of a Mitsubishi VFD for pump #2 at the Ridge pump station from Energy Management at a cost of $8,678 after a 50% Xcel rebate. Baack Controls programming and

commissioning cost is estimated at $1,200. Total cost $9,900.

4. Overflow Weir Refabrication by Mountain Man Welding for an estimated cost of $5,000.

4.2 Operations Request Agenda Approval

Secretary Viellenave motioned to approve the above items as presented. Director Stephens-Hotopp seconded the motion, followed by Board approval.

5.0 REPORT OF THE GENERAL MANAGER

5.1 Documents for Signature

- Minutes of September 2024 Operational Board Meeting

6.0 WATER RESOURCES DIVISION

6.1 Development

Nob Hill (WJCMD): This project has been completed.

6.2 Environmental

As of November 12, 2024, the Bear Creek stream flow at BCREVRCO was at 8.14 cfs and was 16 cfs at BCRMORCO. Current snowpack at the Echo Lake site is 17 inches with a snow water equivalent of 3 inches.

USGS will cover the full $15,000 cost of the Bear Creek stream gauge above Evergreen for the 2025 water year.

The Parshall flume on Troublesome Creek has been completed.

6.3 Water Rights

The water storage status report was reviewed.

7.0 COLLECTIONS & DISTRIBUTION DIVISION

7.1 Distribution

The crew has begun valve exercising in the Blue Zone and has been performing OCV maintenance in the Blue to Red Zone. Two water main breaks were repaired at Indian Trail and Aspen Lane.

7.2 Collection System

Scheduled sewer maintenance/jetting has been completed.

7.3 Capital Projects

Vactor Truck Replacement: Faris Machinery reserved a spot for EMD for purchase of a GAPVAC jet truck in 2025.

8.0 WATER DIVISION

8.1 Water Treatment Plant Report

There were no State Health Department violations this period.

Month of October Water Processed

WTP INFLUENT		
	Average	Highest
Turbidity, NTU	3.4	6.54
Manganese, mg/L	0.039	0.108
TOC, mg/L	2.5	2.7
Temperature, C	13.1	17.7

WTP EFFLUENT			
	Average	Lowest	Limit
Free Chlorine, mg/L	1.41	1.10	≥0.3
	Average	95^{th} Percentile/ Limit	Highest/Limit
Turbidity, NTU	0.034	0.063/0.1	0.098/≤0.5

Secondary Drinking Water Standards (non-enforceable)			
	Average	Limit	
Manganese, mg/L	0.010	0.050	
pH	6.9	6.5-8.5	
	Average	Goal	Limit
Fluoride, mg/L	0.75	0.7	2

The Water Treatment Plant processed 33.31 million gallons of water. No water was discharged to Bear Creek.

8.2 Transmission and Water Quality

Backflow Assemblies: 86% have been tested with 0 current failures.

8.3 Meters and Customer Service

Metered Water: 28.13 million gallons with an apparent water loss of 15.5%. The national average of 15%.

8.4 Projects

Meter Replacement Project: 96% of the District is on the new metering system. Radio meters yet to be replaced total 98.

Water Treatment Plant Roof Replacement: B&M Roofing has begun the roof replacement.

Telemetry Radio Project: Obsolete FreeWave telemetry radios have been decommissioned.

HSPS Pumps: HSPS pump #3 has been removed for teardown, inspection and repair if needed.

Dam Outlet: Final drawings and specifications are being reviewed in preparation for bidding.

Water Treatment Plant Remodel: A public meeting for application for the SFR loan has been scheduled for December 11, 2024, at 11:00 a.m.

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 October:

	Evergreen	Permit Level	West Jeff	Permit Level	Kittredge	Permit Level
Avg. Flow-MGD	0.3912	.99	0.3536	0.70	0.0404	0.125
Max. Flow-MGD	0.4332	---	0.4143	---	0.0535	---
Avg. Turb-NTU	2.32	---	2.7	---	2.36	---
Avg. BOD-Mg/L	2.51	30	3.13	30	3.89	30
Avg. TSS-Mg/L	3.2	30	2.0	30	2.4	30
E. Coliform-CL/100ml	1.0	378/756	2.0	187/374	4.0	1075/2150
Ammonia-Mg/L	0.771	5.7 mg/L	3.87	4.3 mg/L	1.283	4.4 mg/L
T.I.N. Max	9.624	22.9 mg/L	8.46	22.9 mg/L	9.921	22.9 mg/L
Phosphorus-Mg/L	0.29	1.0 mg/L	0.178	1.0 mg/L	0.36	1.0 mg/L
pH	6.7 to 6.93	6.1 to 9.0	6.78 to 7.56	6.1 to 9.0		

9.2 Biosolids

Denali Water Solutions hauled 72,000 gallons of biosolids in 12 loads. The current year-month average is 139,200 gallons.

9.3 Maintenance

Staff completed the installation of the pneumatic valves for the backwash system and removed sand from the clear well.

Grasmick Electric completed the electrical preventive maintenance inspection for the wastewater treatment plant. The next step is to have electricians review the items that need addressed for repairs, which will cost $2,000.

9.4 Lift Stations

The El Pinal replacement soft starter was installed.

Rice Lake West completed the wet well ladder installation at Forest Hill.

9.5 Capital Projects

Centrifugal Blower Replacement Project: Rice Lake West submitted the blower room double door submitted, and the production design was approved by management.

10.0 REPORT OF THE ATTORNEY

None

11.0 ANNOUNCEMENTS

The next regular meeting of the Directors of the Board is scheduled for Wednesday, December 18, 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 was adjourned.

Respectfully Submitted,

Secretary

Jack D Wolfe