

RECORD OF PROCEEDINGS

MEETING OF THE BOARD OF DIRECTORS

EVERGREEN METROPOLITAN DISTRICT

OCTOBER 23, 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 8:35 a.m. on Wednesday, October 23, 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 (via Zoom), Director John Ellis, and Director Brian Stephens-Hotopp. Also present were General Manager Jason Stawski, Business Support Jennifer Guy, and Attorney Paul Cockrel.

3.0 MINUTES OF PREVIOUS MEETING

- 3.1 The Board reviewed the minutes of the September 2024 Administrative Board Meeting and two Executive Sessions. Director Ellis motioned to approve the minutes as presented. Director Stephens-Hotopp seconded the motion, followed by Board approval.

4.0 TREASURER'S REPORT

- 4.1 Chairman Davidson presented the Statement of Cash and Investments for the period ending September 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

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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. Director Stephens-Hotopp seconded the motion, followed by Board approval.

6.0 **REPORT OF THE GENERAL MANAGER**

6.1 **Documents for Signature**

- Minutes of August 2024 Administrative Board Meeting
- Resolution of Evergreen Metropolitan District Certifying Delinquent Account for Collection by the Clear Creek County Treasurer
- Resolution of Evergreen Metropolitan District Certifying Delinquent Account for Collection by the Jefferson County Treasurer
- Access for Utilities Easement with West Jefferson County Metropolitan District

6.2 **Administrative Request Agenda**

1. Board Room wall mural artwork at a cost of \$3,500. The Board asked staff to explore other options for rotating art and bring back to the Board.
2. Resolution of Evergreen Metropolitan District Certifying Delinquent Account for Collection by the Clear Creek County Treasurer
3. Resolution of Evergreen Metropolitan District Certifying Delinquent Account for Collection by the Jefferson County Treasurer

After discussion, Secretary Viellenave motioned to approve both Resolutions on the Administrative Request Agenda as

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presented. Director Stephens-Hotopp seconded the motion, followed by Board approval.

6.3 Administrative Items

The 2025 Draft Preliminary Budget was presented by General Manager Stawski. The Budget and Rate Public Hearing will be held during the regular November 2024 Board meeting. Notice has been posted.

General Manager Stawski presented a staffing update to the Board on the open Administration Manager position. The new operator at the Water Plant has been terminated, and Water Manager Rosemeyer is currently looking to fill this position.

The District will participate in the Toys for Tots toy drive this year.

6.4 JVA Update on Water Plant Project

Water Resources Manager Riggle and Water Manager Rosemeyer joined this portion of the meeting. Mr. Simon Farrell and Ms. Kelsey Traxinger from JVA joined the meeting by Zoom. Mr. Farrell noted that a pre-bid meeting was held with several contractors attending. One bid was received from Rice Lake West. JVA requests Board authorization to move forward with the Rice Lake West pre-construction services contract. Rice Lake West is currently proposing a \$20,000 CMAR proposal. The 60% design should be completed by the end of 2024, then the District will receive another cost estimate from Rice Lake West, with a construction contract following. General Manager Stawski is investigating low interest loans and grants.

Director Ellis motioned to approve the CMAR proposal from Rice Lake at a cost of \$20,000. Director Stephens-Hotopp seconded the motion, followed by Board approval.

7.0 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 legal advice 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 9:49 a.m. and convened in Executive Session. The Executive Session was

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adjourned and the Board reconvened in regular session at 10:28 a.m.

8.0 REPORT OF THE ATTORNEY

8.1 Easement

The Board accepted the Access for Utilities Easement with West Jefferson County Metropolitan District.

8.2 Water Rights

The Water Committee is scheduled to meet on November 6, 2024, to discuss the Hiwan Agreement and other water rights issues.

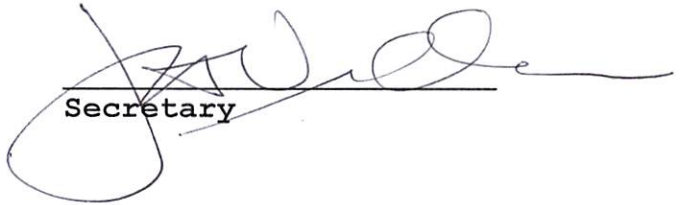
9.0 ANNOUNCEMENTS

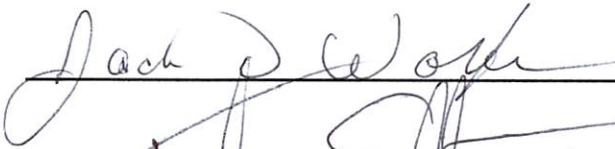
The next regular meeting of the Directors of the Board is scheduled for Wednesday, November 20, 2024, at 8:30 a.m. in the Administration Building Boardroom.

10.0 ADJOURNMENT

There being no further business to come before the Board, the meeting adjourned at 1:00 p.m.

Respectfully Submitted,


Secretary







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MEETING OF THE BOARD OF DIRECTORS

EVERGREEN METROPOLITAN DISTRICT

OCTOBER 23, 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 1:00 p.m. on Wednesday, October 23, 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, Treasurer Jack Wolfe (via Zoom), Director John Ellis and Director Brian Stephens-Hotopp. Secretary Jim Viellenave was absent with Board approval. Also present were General Manager Jason Stawski, Business Support Jennifer Guy, Water Manager Kevin Rosemeyer, Water Resources Manager Thomas Riggle and Attorney Paul Cockrel.

3.0 MINUTES OF PREVIOUS MEETING

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

4.0 OPERATIONAL REQUEST AGENDA

4.1 Purchase Requests

1. Replacement of spare primary sludge pump from Falcon Environmental at a cost of \$12,790.

2. Single soil bore with test pit for the biosolids dewatering project from Kumar & Associates at a cost of \$7,124.

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4.2 Operations Request Agenda Approval

Director Ellis 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 August 2024 Operational Board Meeting

5.2 Purchase Request

- A request was made to engage Chiller Systems to improve the AC system in the Administration building to a closed loop system at a cost of \$62,900.

Director Ellis motioned to approve the above expenditure. Director Stephens-Hotopp seconded the motion, followed by Board approval.

5.3 Kittredge Consolidation

General Manager Stawski noted that the Kittredge Board voted to research consolidation with Evergreen Metro District.

6.0 WATER RESOURCES DIVISION

6.1 Development

27972 Meadow Drive (EMD): Plans have been submitted for JVA review.

Nob Hill (WJCMD): All sewer and water tests have been passed, and Nob Hill is now connected to the system.

Observatory Park (WJCMD): Chairman Davidson and Secretary Viellenave met with WJCMD Board Chairman Garrod and Secretary Temple, Attorney Cockrel and General Manager Stawski to discuss the tap transfer request. General Manager Stawski will reach out to the developer for additional information before a decision can be made.

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6.2 Environmental

As of October 14, 2024, the Bear Creek stream flow at BCREVRCO was at 10.7 cfs and was 9.9 cfs at BCMORCO. The 2024 water year showed 23.5" of precipitation has been received.

USGS submitted the 2025 service agreement for the stream gauge above Bear Creek at a cost of more than \$15,000. General Manager Stawski decided not to renew the USGS agreement and contacted the State of Colorado Division of Water Resources regarding taking over operation and maintenance of the site. The state will replace the telemetry equipment in 2025. For 2026 and beyond, savings of at least \$10,000 per year are expected.

6.3 Water Rights

The water storage status report was reviewed.

7.0 COLLECTIONS & DISTRIBUTION DIVISION

7.1 Distribution

The crew has completed the Service Line Inventory Project and submitted the report to the Colorado Department of Public Health & Environment. Two water main breaks were repaired.

7.2 Collection System

Scheduled sewer maintenance/jetting has been completed.

7.3 Capital Projects

Vactor Truck Replacement: The GAPVAC jet truck demo has been completed, and a quote was received for \$687,950. Purchase versus lease options are being researched, as well as timing of trade-in's.

8.0 WATER DIVISION

8.1 Water Treatment Plant Report

There were no State Health Department violations this period.

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Month of September

Water Processed

WTP INFLUENT		
	Average	Highest
Turbidity, NTU	3.5	16.18
Manganese, mg/L	0.03	0.047
TOC, mg/L	3.2	3.4
Temperature, C	17.0	21.3

WTP EFFLUENT			
	Average	Lowest	Limit
Free Chlorine, mg/L	1.46	1.23	≥0.3
	Average	95 th Percentile/ Limit	Highest/Limit
Turbidity, NTU	0.027	0.041/0.1	0.081/≤0.5

The Water Treatment Plant processed 41.92 million gallons of water. No water was discharged to Bear Creek in September.

8.2 Transmission and Water Quality

Backflow Assemblies: 79% have been tested with three current failures.

The Ridge Pump Station VFD #2 has failed, and replacement parts are obsolete. Manager Levy is waiting for a quote from Energy Management Corporation for a replacement VFD.

8.3 Meters and Customer Service

Metered Water: 36.18 million gallons with water loss of 13.7%, which is below 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 104.

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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 September:

	Evergreen	Permit Level	West Jeff	Permit Level	Kittredge	Permit Level
Avg. Flow-MGD	0.3776	.99	0.4595	0.70	0.0404	0.125
Max. Flow-MGD	0.4650	---	0.5263	---	0.0535	---
Avg. Turb-NTU	2.87	---	2.55	---	2.36	---
Avg. BOD-Mg/L	3.52	30	2.80	30	3.89	30
Avg. TSS-Mg/L	2.2	30	1.6	30	2.4	30
E. Coliform-CL/100ml	2.0	378/756	1.0	187/374	4.0	1075/2150
Ammonia-Mg/L	0.412	7.7 mg/L	1.899	3.7 mg/L	1.283	4.4 mg/L
T.I.N. Max	9.951	22.9 mg/L	7.94	22.9 mg/L	9.921	22.9 mg/L
Phosphorus-Mg/L	0.483	1.0 mg/L	0.333	1.0 mg/L	0.36	1.0 mg/L

9.2 Biosolids

Denali Water Solutions hauled 144,600 gallons of biosolids in 28 loads. The current year-month average is 134,500 gallons.

9.3 Maintenance

New piping support brackets have been installed for the backwash system pneumatic valves. Sand filter work has begun.

9.4 Lift Stations

The radar level monitoring system at the Tanoa lift station has been installed.

Forest Hill pump #1 failed and was replaced with a spare pump. General Manager Stawski approved installing a two-piece ladder in the wet well.

9.5 Capital Projects

Centrifugal Blower Replacement Project: The Aerzen blowers and Danfoss VFDs have been installed, with official startups completed. The blower project has been very successful.

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10.0 REPORT OF THE ATTORNEY

None

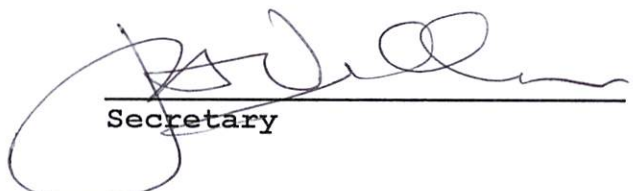
11.0 ANNOUNCEMENTS

The next regular meeting of the Directors of the Board is scheduled for Wednesday, November 20, 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, Director Ellis motioned to adjourn the meeting at 1:29 p.m. Director Stephens-Hotopp seconded the motion, followed by Board approval.

Respectfully Submitted,


Secretary

