



**COLORADO CITY METROPOLITAN DISTRICT
PUBLIC NOTICE
BOARD OF DIRECTORS STUDY SESSION
AMENDED**

A study session for the Board of Directors of the Colorado City Metropolitan District will be held Tuesday September 12, 2023, beginning at 6:00 p.m.

1. Terry discussion on training

Mr. Kraus commented: What does the Board want to put in place regarding training? An Office Training Manger would cost approximately 46K per year, a Construction/Field Training Manager could run 80K per year. Do we want full-time or part-time, or just a consultant? If we move forward on this item, when do we want to start/turn it over now? Do we start with office staff or field staff & make a training plan for each. Will be labor intensive 1st time but will taper off. Mr. Golladay stated this is training in place for field staff to complete and advance to the next step if motivated to do so. But maybe need to be yearly mandate for positions. Training needs and completions seem to be all over the place.

Annual training plans for staff, do we have? With benchmarks? Performance Appraisals-who to complete? Do we include all staff including the District Manager and Board Members? Should we prioritize office staff prior to field staff obtaining training?

Mrs. Barron suggests the quickest way for us to free up staff time is to outsource HR/Payroll/W4/retirement as that will lessen liability to CCMD, with all the new regulations, which will also reduce some of the training needed by office staff.

Mrs. Barron also reiterated that CCMD already pays Caselle 11k per year for assistance with training and issues. We just need to carve out time for staff to take courses.

Mr. Kraus suggested a committee of two Board Members, District Manager & Finance Director & Mr. Kraus if needed, to discuss and make recommendations.

2. Scheduling of UDC for Oct 18 noon-4pm or 19 before 3pm

Uniform Development Code – Public Meeting will be on held _____ to make all same for Pueblo County, CCMD, Boone.

Mr. Kraus will come for an internal meeting Thursday, 11a-3p to discuss.

3. Resolution 13-2023 Nepotism

Incorporate changes per District Manager & Board Members at previous meeting. All board members agreed ok per current writing.

4. Engagement letter Butler-Snow bond Attorney

Loan with District-we must look at our debt ratio prior. We have used them in the past 15K to keep them. The amount would be taken out of the loan once approved. Has the Attorney looked at the letter yet? We do lots and lots of work for the bond loans.

When do we have to commit to them? CWCBD loan to review- We have use these Attorneys if need to borrow funds-they already on board did Last refinance Mr. Eccher thinks was about the same amount.

5. Resolution to Appoint Authorized officers for the district's 2003 Loan.
Agreement with Colorado Water Resources and Power Development Authority

All people on this past loan agreement are now gone. We need new appointees to be placed on the 2003 Loan Agreement document for execution. Suggested update with: Chairman Elliot, Mr. J. Eccher and Mrs. Y Barron.

6. CCAAC Review


Four letters of complaints and 1 new garage on Isabella-which review of setbacks already ok'd.

All to be voted on tonight.

7. READING BY CHAIRPERSON OF THE STATEMENT OF CONDUCT AND Demeanor.

8. CITIZENS INPUT – N/A

COLORADO CITY METROPOLITAN DISTRICT



Neil Elliot, Chairman

ATTEST:



Sarah Hunter, Treasurer

Approved this 8th day of August 2023

These minutes are not verbatim to the meeting and should not be considered a complete record of all discussions during the meeting. For complete proceedings and statements, please refer to the video or audio recording of the meeting.



BOARD OF DIRECTORS REGULAR MEETING

A regular meeting of the Board of Directors of the Colorado City Metropolitan District will be held Tuesday September 12, 2023, beginning at 6:40 p.m.

1. CALL TO ORDER.
2. PLEDGE OF ALLEGIANCE.
3. MOMENT OF SILENT REFLECTION.
4. QUORUM CHECK

Chairperson Neil Elliot
Treasurer Sarah Hunter – Excused
Secretary/Co-Chair, Clint Gross
Director Greg Collins – Excused (Medical Issue)
Director Ray Davis

Also in Attendance:

Jim Eccher, District Manager
Yvonne Barron, Finance Director - called in (@ conf)
Sandi Oglesby, Reception/AR
Gary Golladay – Water/Sewer
Greg Bailey – Water/Sewer

5. APPROVAL OF THE AGENDA.

Mr. Davis motioned to approve the minutes. Mr. Gross second the motion. Voted called. Board Members approved.

6. APPROVAL OF MINUTES.

Study Session	Aug 29, 2023
Regular Meeting	Aug 29, 2023
CCACC Minutes	Aug 29, 2023

Mr. Gross motioned to approve the minutes. Mr. Davis second the motion. Voted called. Board Members approved.

7. **BILLS PAYABLE.**

Does True Value (ACE) still have the curbside/deliver services available? Seems unproductive for field staff to have to run to get single items like duct tape/WD40.

Assuming that the Pool gas bill will be down now?

Questioning the cost of grease gun at \$240, it is for maintenance of GC Mowers to keep operational.

Mr. Davis motioned to approve & pay bills. Mr. Gross second the motion. Voted called. Board Members approved to pay bills.

9. **FINANCIAL REPORT.**

Golf Course: It's been great in the mornings; the afternoon is slower due to high temperatures. Received 2" of rain which has helped the greens.

Applewood playground fence and gate are completed.

The Finance department received Pueblo report.

Utility billing to customers: Been experiencing some issues with timeliness of reports from the field to complete month end.

Once we get 100% compliancy on a certain type of training from all staff (including seasonal) we will receive 14k for the milestone.

Staff received training for AOS closure.

Letter to Mike Perry for Lake Beckwith contract with RJH 1st Design & Construction. Along with other Grant Opportunities

Dam inspection weekly – see report.

Mr. Davis motioned to approve the minutes. Mrs. Hunter second the motion. Voted called. Mr. Collins abstained from the vote, as he was not here. All other Board Members approved.

9. **OPERATIONAL REPORT.**

a. Beckwith Dam report - See Report

Dam Inspection was May 16 & July 16th. Current level 13 foot, which is under compliance level of 14.5.

The DAF System test was completed in June of last year. The worse the water is the better it works. Our current plate system must be taken down to clean it.

b. Committee Reports Library Sign/ Greg Newsletter /Uniform Development Code/Post Office

Mr. Eccher will remind Mr. Collins to complete the newsletter.

Utility work orders with Diamond Map are running smoothly. Staff are still working through issues, just new system and how to input & disburse orders to field staff, new learning curve.

Mr. Eccher is also leaning on department heads to get the last 4 training requirements completed by staff.

AOS – billings sent in error to be disconnected accounts was less than 100. Missed unchecking a box when report ran that caused the error. The 2nd billings for AOS will be less than 3000 after fixing the above error.

10. ATTORNEYS REPORT:

Resolution for Loan CWCB will continue to review

11. AGENDA ITEMS:

Resolution 13-2023 Nepotism policy change

Discussion/Action

Mr. Gross motioned to approve as listed. Mr. Davis second the motion. Voted called. Board Members approved; resolution is adopted.

Engagement letter for Bond Attorney

Discussion/Action

Mr. Davis motioned to approve. Mr. Gross second the motion.

Discussion is required: Is this an industry standard. Chairman Elliot requested CCMD get a breakdown of the dollars for work to be placed on file for reference.

Voted called. Board Members approved.

Resolution to Appoint Authorized Officers for the District's

Discussion/Action

Mr. Davis motioned to approve. Mr. Gross second the motion.

Discussion: Does it need to be Chairman Elliot on paperwork-no, but it will be completed within 6 months.

Voted called. Board Members approved.

2003 Loan Agreement and Colorado Water Resource and Power Development Authority

Mr. Gross motioned to approve as listed. Mr. Davis second the motion. Voted called. Board Members approved.

CCACC:

Discussion/Action

A. New Construction:

1. Isabella Shed

CCAAC has checked and confirm it is within compliance, per Randy Davenport

Mr. Gross motioned to approve as listed. Mr. Elliot second the motion. Voted called. Board Members approved.

B. Actions

- a. 4 First Letters: Camper -on Beckwith Dr; Camper on Cibola; 2nd Camper on Cibola; & Shed on Crow Cut Off – all items verified by CCAAC representatives.

Mr. Davis motioned to group all together for approval. Mr. Gross second the motion. Voted called. Board Members approved.

- b 0 Second letters
- c. 0 Third letters
- d. 0 Unauthorized Structure

11. OLD BUSINESS. Applewood Park/ Duell, Summit, Rodeo wells/ road resolution/ Recycling public Hearing Oct 10

AP – Fencing has been completed. Some issues with access and people going around sign. Josh has blocked off with a moving block. CCMD should get donation plaque to acknowledge Stars & Bars. Mr. Elliot took a drive around the area and thinks it all looks really nice.

Duell/Summit & Rodeo wells; Tom checking all wells. Looks like lightning hit the plant. Filing claim with insurance, 19k invoiced for parts/repairs with a \$2500 deductible for Summit & Rodeo

Road Resolution has stalling in the process.

Recycling public hearing on Oct 10: Price increase, cancel service via the Metro, find a new contractor or someone to take over this service. VFC might be interested in taking over.

12. NEW BUSINESS:

Roof on Golf Course fixed from Wind Damage claim.

Need to start thinking about water rates for 2024, increase base rate not just water usage rate. To start saving for replacement of old infrastructure. Will need to support funds to apply for additional grants and how to achieve funding needed.

13. CORRESPONDENCE. LETTER ABOUT WATER TAP/ Town Hall Meeting Zach Swearingen PBCC 9/14/23 5:30-7PM

Customer asking for extension on water taps purchased prior to pandemic- unable to build during that time, due to supply shortage. She had paid the tap fee price in 2020, now only to find out since she didn't build within a year from time tap fee paid, she must now pay the difference. Moved vote to next meeting when we have all board members.

Mr. Eccher to post information about the Town Hall meeting on 9.14.2023 on FB.

14. EXECUTIVE SESSION:

15. ADJOURNMENT.

Mr. Davis motioned to adjourn. Mr. Gross second the motion. Voted called. Board Members approved. Meeting adjourned at 7:23 p.m.



Neil Elliot, Chairman

ATTEST:



Sarah Hunter, Treasurer

Approved this 12th day of September 2023

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