

Pleasant View Metropolitan District
Minutes of the Regular Board of Directors Meeting
August 18, 2015

President Waller called this meeting to order on August 18, 2015 at 6:15 pm.

Roll Call

Present: Adrian Waller, H.D. McDonald, Devin Keen, Tiffany Smith

H.D. McDonald made a motion to excuse Geraldine Lewis and with a second from Tiffany Smith, the motion was approved.

Also Present: Tammy Waller, Shonda Norris, Chris Malmgren, Kati Gerson

Pledge of Allegiance

Public Comments

None

Approval of Minutes

July 21, 2015

H.D. McDonald made a motion to approve the minutes of the July 21, 2015 meeting and with a second from Tiffany Smith, the motion was approved.

Correspondence

None

Reports

Treasurer's Report: District Manager Shonda Norris reported.

1. District Manager Shonda Norris read the submitted Treasurer's report as printed. Devin Keen made a motion to approve the Treasurer's Report as printed as of July 31, 2015 in the amount of \$1,780,510.36. With a second from Tiffany Smith, the motion was approved.

Bills Paid

Devin Keen made a motion to accept the bills paid from July 21, 2015 through August 17, 2015 in the amount of \$171,769.53, and with a second from Tiffany Smith, the motion was approved.

Bills To Be Paid

Devin Keen made a motion to accept the bills to be paid as of August 18, 2015 in the amount of \$461.75. With a second from Tiffany Smith, the motion was approved.

No other questions for the supporting documentations on the financial packet.

Fire Department: Chief Chris Malmgren reported.

1. Chief provided a draft copy of the ambulance service agreement that we would like to implement in November. It is being reviewed by our attorney right now. The board will review this and vote on it next month. The only change is that it is a 5 year renewal. We took out the penalties for billing them for not having an ambulance to

cover our district because we have never had to bill them before, so we did not think this was necessary.

2. We broke a call record in July for a one month period. We have been very busy this summer and continue to be busy. At this point we are 64 calls ahead of last year. The daily log is attached for the Board's review.

Parks/Recreation/Facilities: District Manager Shonda Norris reported.

1. There has been no reply yet as to using the insurance money for paving the entry into Camp George West. We have received the reimbursement for the first few projects in the amount of \$29,811. Insurance money in the amount of \$51,374 remains to be spent this year.
2. The temporary bridge has been constructed into Camp George West off of Research Road. A grading permit was gained by Edge Construction through Jefferson County. The District has placed wattle and erosion control material in predetermined locations and Edge Construction will place silt fences and other erosion control items as necessary.
3. 'Pleasant View Parks' decals have been placed on the Explorer. All park vehicles are now identifiable.
4. There were approximately 45 children who took part in the Family Fun Day on August 1st. We can brainstorm ideas to promote the parks another way next year, maybe a smoke house with the fire department or a safety and wellness day.
5. The Park team met with Jefferson County Weed and Pest Management on August 11th to discuss the weed mitigation that must continue in Camp George West. Due to the weather, noxious weeds have thrived this year. These weeds were identified and will be taken care of.
6. The District, alongside the neighbors of Wolf Park, has paid to place speed bumps on Orion Street. This is an attempt to slow traffic down and to protect children and equestrians on the road. Devin Keen made a motion to spend \$1,250 towards the installation of speed bumps on Orion Street to curb speeding past Wolf Park and with a second from H.D. McDonald, the motion was approved.
7. Woody debris removal at Camp George West could be around \$3,000. H.D. McDonald made a motion to use money from the Conservation Trust Fund, around \$3,000, to remove debris at Camp George West. With a second from Devin Keen, the motion was approved.
8. Building 48 – Spectrum General Contractors have been given permission to begin the final installation of water and sewer to the building. They have not yet put the project on their schedule because they want to be able to complete the install into the building. In order to do this, they must have the permit from Jefferson County. The permit is only given when Merrill Wilson completes the permit set of drawings and submits them to the building department. Ms. Wilson has not yet completed this process. We are waiting for scheduling of the inspection to install the temporary electric meter.
9. FEMA Grant de-obligation/Wolf Parking lot – The FEMA Grant de-obligation has been accepted. The Park team met with Baseline Engineering on August 5th at the park. Baseline and geo-tech group will be gathering core samples to determine what is happening under the pavement in the Wolf parking lot. We will use the money from the NREL purchase of Camp George West to fund this project as decided at the July 2015 Board meeting.

Building Committee Report

1. Chief has a partial set of plans for the front entrance. If the Board will look at the initial plans and if they are ok we will go out to bid on the plans. The Board agrees to keep moving forward with this.
2. New carpet is in for the upstairs of the Fire Station.
3. Two front doors have been replaced.
4. Gutters on the building have been fixed.

New Business

1. Budget presentation and discussion – The initial budget worksheet for 2016 is attached for review. This includes everything except the needs for the fire department salaries. Depending on the amount of tax increase, we would like to put that towards the salary of the fire department staff and have them be at the same level of other fire departments around us. The Board agrees we need to have the fire department wages in line with other departments in the area. We can look at paying off the fire truck by the end of the year. We also budgeted in for a couple people to attend the SDA convention. The fire budget is close to last year, we would like to get some new extrication equipment. We decreased the budget for the bunker gear, since we just got new gear this year. We would like to get the volunteers class B uniforms, which are a lot safer uniforms for them to wear. We will also look at maintenance to see what the trucks might need next year. Fuel usage is down compared to last year, we are not using as much fuel as we used to. Once we have a clearer list of projects for 2016, we will get them into the budget as well.
2. The vehicle escrow account is for buying and selling of District vehicles. Chief would like to sell the Yukon, it is not being used. Devin Keen made the motion to sell the Yukon and with a second from H.D. McDonald, the motion was approved.
3. Audit - Engagement Letter - The board does not see a need to do an audit because we see everything has been reconciled and nothing is missing. All credit cards have been closed. There is no reason to question anything and we have an internal audit monthly that is done and approved by the Board each month. We will mail any of Stewart's personal belongings still left behind to him.

Old Business

1. NREL potential purchase "What would have to happen to make it work for us?" The two main things is the road being put in would have to happen and put in a trail system for good public usage through the remainder of the park, a lighted ball field would be great as well.
2. We will look at getting signage in the District once we have decided on a new logo.

Adjournment

With a motion from H.D. McDonald and a second from Devin Keen, this meeting of August 18, 2015 was adjourned at 7:07 pm.

Respectfully submitted by:
Kati Gerson



Adrian Waller, President

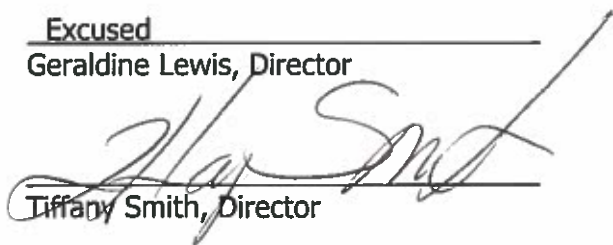


H.D. McDonald, Vice President



Devin Keen, Secretary/Treasurer

Excused
Geraldine Lewis, Director



Tiffany Smith, Director