

Pleasant View Metropolitan District
Minutes of the Regular Board of Directors Meeting

July 25, 2017

President Waller called this meeting to order on July 25, 2017 at 6:00 p.m.

Roll Call:

Present: Adrian Waller, H.D. McDonald, Devin Keen and Elmer Dudden

Also Present: Tammy Waller & Chris Malmgren

Pledge of Allegiance

Approval of Agenda:

H.D. McDonald made a motion to amend the agenda to add an Executive Session 24-6-402 (4)(f) and with a second from Tiffany Smith, the motion was unanimously approved.

Approval of Minutes: Elmer Dudden made a motion to approve the May 5, 2017 minutes and with a second from Tiffany Smith, the motion was approved. H.D. McDonald made a motion to approve the June 20, 2017 minutes and with a second from Devin Keen, the motion was unanimously approved.

Correspondence: None

Roofing Presentations: Bear Brothers & Northwest Roofing Companies came to present to the Board in regards to repairing/replacing roofs from the hail damage in May 2017. Both companies gave a brief history of their company, the materials they would use and the ability to work with insurance companies. The Board thanked them for taking the time to come and present their proposals to them.

Denver Kickers Proposal: A representative did not make it to the meeting.

Consultant Deanna Heyn: Consultants Deanna Heyn and Gloria Timmons presented the services and pricing in regards to the search for a District Manager. The Board thanked them for taking the time to come and present their proposal to them.

McMahan & Associates, LLC: Billi Lewis presented the 2016 audit results. The Board noticed a mistake on page B11. The mistake reads "The District anticipates allocating 6% of its revenue into a reserved fund" and it should read "The District anticipates 7% of its revenue into a reserved fund." The mistake will be corrected. H.D. McDonald made a motion to approve the preliminary 2016 audit by McMahan & Associates with correction included and with a second from Tiffany Smith, the motion was unanimously approved.

Reports:

Treasurer's Report: Financial Secretary Devin Keen read the submitted Treasurer's Report as printed. The general operating accounts needs to be adjusted because all petty cash has been deposited. Tiffany Smith made a motion to approve the balance as printed June 30, 2017 in the amount of \$1,656,979.93 and with a second from Devin Keen, the motion was unanimously approved.

Bills Paid: Devin Keen made a motion to accept the Bills Paid as of June 30, 2017 in the amount of \$145,410.93 and with a second from Tiffany Smith, the motion was unanimously approved.

Bills to be Paid: No report

Fire Department: Chief Chris Malmgren reported:

1. **Job Posting for Shift Lieutenant:** Internal interviews are being conducted to replace Lt. Gerson.
2. **Intergovernmental Agreement with the City of Lakewood:** Chief Malmgren presented an IGA to be signed between Pleasant View Metropolitan District and the City of Lakewood.
3. **June 2017 Stats:** The department responded to 69 calls for service in June. June's logs are included.
4. **Lt. Gerson requested to buy the District cell phone he had been using.** Tiffany Smith made a motion to gift the cell phone to Lt. Gerson and with a second from Devin Keen, the motion was unanimously approved.

Parks/Recreation/Facilities:

1. **Camp George West Park & Building 48:** Tom Hoby at Jeffco Open Space approved a loop trail around Lena Gulch. A civil engineer will need to be hired because of the flood plain issues in the park.
2. **Wolf Park:** All paving & bleacher retrofitting has been completed.
3. **Orchard Park:** The bench has arrived and needs to be assembled.
4. **Westblade:** Nothing to report
5. **Miscellaneous Park News:** Dead trees in Wolf will be taken care of by Arbor Roots.

Building Committee: None

Personnel: Sick and Vacation Report included.

New Business:

1. CGW Trail & Parking Lot: The Board requested to look into hiring an engineer to complete the trail and parking lot.

2. Roofing Bids: Tiffany Smith made a motion to hire Bear Brothers to complete all the damage done by hail and with a second from Devin Keen, the motion was unanimously approved.

3. Urban Drainage Work at Westblade: H.D. McDonald made a motion to allow Urban Drainage to move the sidewalk at Westblade and grade Lena Gulch and with a second from Tiffany Smith, the motion was unanimously approved.

4. Pest Control Proposal: Tiffany Smith made a motion to hire Steri-Clean Pest Control to take care of insects and pests and with a second from H.D. McDonald, the motion was unanimously approved.

5. Weed Control through the State of Colorado: H.D. McDonald made a motion to approve the State of Colorado Department of Corrections to spray noxious weeds in September 2017 at Camp George West and with a second from Tiffany Smith, the motion was unanimously approved.

6. IGA: H.D. McDonald made a motion to accept and sign the IGA with Lakewood in regards to hazardous material incidents and with a second from Devin Keen, the motion was unanimously approved and the document was signed.

Old Business:

1. Landscape Bids: Bids to complete CGW landscape was turned in by Metscape, Environmental and Arrowhead Landscape Companies. Tiffany Smith made a motion to accept Metscape Landscape's bid to complete the scope of work in front of Bldg. 48 and with a second from Devin Keen, the motion was unanimously approved.

2. GJBA Fee Reduction: H.D. McDonald made a motion to reduce the field use charge of \$15.00 to \$11.25 due to neglect of the fields and with a second from Tiffany Smith, the motion was unanimously approved.

3. District Manager Position Search: H.D. McDonald requested to move into Executive Session to discuss the Manager position.

Executive Session 24-6-402 (4)(f) Personnel Matters regarding the District Manager Position: Tiffany Smith made a motion to move into Executive Session at 8:45 pm to discuss the District Manager position and with a second from Devin Keen, the motion was unanimously approved. Tiffany Smith made a motion to move out of Executive Session at 9:10 pm and with a second from Devin Keen, the motion was unanimously approved.

The Board will continue the search of a District Manager.

Public Comments: None

Adjournment:

H.D. McDonald made a motion to adjourn at 9:12p.m. and with a second from Devin Keen, the motion was unanimously approved.

Respectfully submitted by:

Tammy Waller



Adrian Waller, President



H.D. McDonald, Vice President



Devin Keen, Secretary/Treasurer



Tiffany Smith, Director



Elmer W. Dudden, Director