

Pleasant View Metropolitan District

Minutes of the Regular Session Meeting of the Board of Directors

October 18, 2022

President: Adrian Waller called the meeting to order on October 18, 2022, at 4:00 p.m.

Roll Call:

Present: Adrian Waller, Tiffany Smith, Devin Keen and Julie Shaw.

Devin Keen made a motion to excuse Joe Anderson and with a second from Julie Shaw the motion was unanimously approved.

Also Present: Tammy Waller, Chief Chris Malmgren, Jean Bushong, CliftonLarsonAllen LLP and Karey Baker.

Pledge of Allegiance

Approval of Agenda:

President Adrian Waller asked the Board if they had any additions or changes to the agenda. President Waller stated that when Jean Bushong of CliftonLarsonAllen LLP comes into the meeting we will move to the 2021 Audit to the beginning of the meeting, and he stated he would also like to add Firefighter Salaries and Paid Time Off Discussion to Old Business. With those additions or changes made to the agenda Tiffany Smith made a motion to accept the agenda for October 18, 2022, and with a second from Julie Shaw the motion was unanimously approved.

Approval of Minutes

President Waller asked if there are any changes to the September 20, 2022, meeting minutes. Julie Shaw stated that on page 1 under approval of minutes, Regular Session should be lower case and read "regular session". Tiffany Smith stated that the title of the minutes is incorrect and should read "Minutes of the Regular Session of the Board of Directors" instead of it saying a Study Session.

With those changes made to the minutes, Tiffany Smith made a motion to approve the September 20, 2022, minutes and with a second from Julie Shaw the motion was unanimously approved.

Correspondence: None

New Business:

- 1. 2021 Budget, Jean Bushong, CliftonLarsonAllen LLP
Ms. Bushong gave a summary of the 2021 Audit. She stated that everything was provided in a timely manner and there were no significant audit findings or issues.**

A. Treasures Report:

Devin Keen read the submitted Treasurer's Report as printed.

Tiffany Smith made a motion to approve the balance as printed in the amount of \$3,004,303.36, and with a second from Julie Shaw, the motion was unanimously approved.

B. Bills Paid:

Tiffany Smith made a motion to accept the Bills Paid as of September 30, 2022, in the amount of \$141,735.96, and with a second from Julie Shaw, the motion was unanimously approved.

C. Bills to be Paid: No questions from the Board

D. Bank & CC Reconciliations: No questions from the Board

E. Fire Department:

- **Fire Authority Discussion:** Chief Malmgren met with Fairmount and Golden to discuss the fire authority. The City of Golden is putting together a steering committee to study the fire department's needs.
- **2023 Budget:** Chief Malmgren has been working on the budget.
- **Personnel:** Chief Malmgren stated that a paid firefighter was let go due to misconduct. We hired, Aaron Genders who has been a volunteer firefighter with us since January of 2018. He will start the first week of November.
- **New Fire Apparatus:** The delivery of the apparatus is expected in the summer of 2023.
- **Stats:** The department ran 126 calls in September. The total number of incidents for the year is 929. Attached to the packet are the September daily logs.

F. Parks/Recreation/Facilities:

Camp George West and Building 48:

- Damage to drain pan by construction company has been reported and the company will be paying Pleasant View for the repairs.

Wolf Park:

- Sidewalk project with CDOT - Ms. Waller stated that they will not be putting in a fence along the sidewalk and the Park and she stated that it is steep, and she feels there should be a fence, but Pleasant View Metropolitan District will have to pay for it.
- New playground is anticipated for December.
- CDOT has been contacted about the removal of trees along Colfax.
- 2023 Projects – new fencing and pavilion by new playground.

Orchard Park:

- New playground is anticipated for December.

Westblade Park:

- Future soft trail along Mount Vernon – Ms. Waller stated that she had a meeting with Drew Schneider from Insight Engineering, and he suggested the area be surveyed and the survey is complete.

- 2023 Projects – new trail and new fencing

Miscellaneous:

- Future Parks Staff – Ms. Waller stated that there may be a need for future park staff and could be a discussion during the budget process. Possibly a part time or full-time employee.

G. Building Committee: Nothing new to report

H. Personnel: No questions from the Board

I. Work Log: No questions from the Board

New Business (continued):

2. Family and Medical Leave Insurance (FAMLI Program)

The Board of Directors discussed if the district would be participating in the FAMLI Program. After discussing all options, the Board of Directors agreed to opt out of the FAMLI Program, but the district would agree to administer the payments and reporting to the state for any employee who choose to opt in.

Devin Keen made a motion to opt out of the FAMLI Program but will administer the payments and reporting for those employees that wish to opt into the Program and with a second from Julie Shaw the motion was unanimously approved. President Waller will be signing a resolution for this outside the Board Meeting.

3. 2023 Budget

Chief Malmgren stated that they would like to separate the budget into two budgets to better show the budgets for both the fire department and the parks department. We have 11 Mills for the fire department and Parks has 3 Mills. The Board agreed that separate budgets would be helpful.

President Waller stated that he is concerned about the budget in 10 years if we continue the current model. He stated that we should be looking at a \$2.1 million dollar budget in 2023, so that we can make sure that we have enough money at the end of the 10 years. He stated that if we can get a 10-year projection that would be good to review when talking about the Budget next month.

The Board requested that Tammy Waller and Chief Malmgren look at the budget and try to get it down to the \$2.1 million for our discussion in November.

4. Open Space Amended Resolution/Agreement for Pleasant View Community Park at Camp George West

Ms. Waller stated that she received documents for Jeffco Open Space that need to be signed by the President, but we need a motion for the President to sign them. Devin Keen made a motion for Adrian Waller to sign the Intergovernmental Agreement for Funding of Pleasant View Community Park Improvements and the Amendment to the Lease Agreement with Jeffco Open Space. With a second from Julie Shaw the motion was unanimously approved.

5. 2023 Election

Ms. Waller stated that we need to decide whether we would like to do a mail in ballot or a polling location. The mail in ballot is more expensive but it reaches more people than a polling place. She stated that Adrian and Julie are both up for re-election in May.

The Board felt a mail in ballot would be best but requested Tammy Waller talk to Dave with the Water Board to see what they would like to do for the election.

Old Business:

1. Fire Authority Discussion: Updates – Discussed under Fire Department.

2. GCW Updates – Discussed under Parks.

3. Fire Salaries & Paid Time Off Discussion

Dan Davis stated that he would like to present a proposal for firefighter salary increases and Paid Time Off (PTO).

He stated that the proposal for Salaries is to increase them by 6%. He shared a Salary Study he did that included Platteville, Golden, Fairmount and Westminster. He also proposed step grades for employees that are in good standings, taking courses and working on the next level of their certification.

He also discussed and included information from other fire departments on their current PTO, vacation, and sick leave accruals.

The Board agreed that this information needs to be discussed and reviewed during a Study Session and requested that Tammy Waller schedule a Study Session to discuss the budget, fire department salaries and paid time off, and the 10-year plan. President Waller stated that we need to honor voters and residents and run a fiscally sound fire department.

Executive Session: None.

Public Comments: None.


Adjournment:

Devin Keen made a motion to adjourn at 6:01 p.m. Tiffany Smith seconded the motion, and it was unanimously approved.

Respectfully submitted by:
Karey Baker



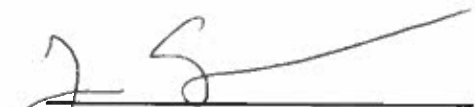
Adrian Waller, President




Tiffany Smith, Vice President



Devin Keen, Secretary/Treasurer



Julie Shaw, Director



Joe Anderson, Director