

**CROSS CREEK METROPOLITAN DISTRICT
MINUTES
BOARD MEETING**

Thursday, June 18, 2020 12:00pm

A meeting of the Board of Directors of the Cross Creek Metropolitan District was held June 18th, 2020. Board members met virtually using Zoom.us.

Board members present: Greg Hanus, Gerry Martinez, Pat Skinner, David Hamilton, Kim Hittle
Also present: Elise Bergsten, Pete Susemihl

The meeting was convened at 12:03 pm.

Consent Calendar (see packet)

- May 2020 meeting minutes
- Bill Payments totaling \$52,039.86 – General Fund

Date	Num	Name	Memo	Amount
June 2020 Bill-Pay				
06/10/2020	10003916-01	City of Fountain Utilities	8107 Parkglen Dr	9,804.68
06/10/2020	10004002-01	City of Fountain Utilities	8115 Parkglen Dr	291.82
06/10/2020	01120000-01	City of Fountain Utilities	8201 Ftn Mesa Rd	51.23
06/10/2020	10001292-01	City of Fountain Utilities	8098 Hurley	230.39
06/10/2020	10001293-01	City of Fountain Utilities	7205 Village Meadows Dr	249.07
06/10/2020	10001482-01	City of Fountain Utilities	7405 Village Meadows Dr	144.18
06/10/2020	10002216-01	City of Fountain Utilities	Glenburn/Park B2	174.39
06/10/2020	10002217-01	City of Fountain Utilities	Brook Valley/B1	214.64
06/16/2020	May	Greg Hanus	meeting stipend	92.35
06/16/2020	May	Gerry Martinez	meeting stipend	92.35
06/16/2020	May	Patrick Skinner	meeting stipend	92.35
06/16/2020	May	Kim Hittle	meeting stipend	92.35
06/30/2020	eftps	IRS	941 payment	61.20
06/16/2020	20-178	Balanced Management Services, Inc.	June	5,133.16
06/16/2020	122	David Rudin	May	150.00
06/16/2020	CCMD-0520	Land Management, LLC	CCMD-irrigation repairs	6,050.00
06/16/2020	CCRP-0520	Land Management, LLC	CCRP-replaced swings	4,880.70
06/16/2020	13360	McWilliams Roofing, Inc.	Pavilion Roof	22,769.00
06/16/2020	32608	Susemihl, McDermott & Downie, P.C.	May	1,466.00
				52,039.86

- Financial Reports

A motion to approve the June Consent Calendar was made by David Hamilton, seconded by Greg Hanus and approved unanimously.

Legal Report – Pete Susemihl

Manager Report – Project Discussion (see packet)

- **Administrative**
Elise made the following recommendations regarding banking:
 1. Close the Regional Park Capital bank account. Transfer funds (\$36,253.84) to the Capital Project Fund.
 2. Approve a Treasury Management Agreement which would give Pat Skinner the ability to view accounts online and make funds transfers between accounts

online. It would also give Elise Bergsten the ability to view accounts online. (no funds transfer or bill-pay capacity).

3. Open a new General Fund Money Market account. They do not offer any interest-bearing business checking accounts. We would keep the bulk of the General Funds in the new MM account where they can earn interest, and transfer into the Operating Checking account as needed for bill-pay. There was over \$500k in this account in May.

After discussion, directors expressed a preference that Elise also have the ability to transfer funds between Cross Creek accounts.

A motion was made by Greg Hanus to close the Regional Capital Account and move those funds to the Metro District Capital Account, to open a General Fund Money Market Account, and to approve a Treasury Management Agreement which would give Pat Skinner and Elise Bergsten the ability to view accounts online and make online transfers of funds between Cross Creek accounts. The motion was seconded by David Hamilton and passed unanimously.

- **Records Retention**

Elise recommended that CCMD adopt the document retention schedule offered by the State of Colorado State Archives. Districts must request approval from the State to adopt the schedule (over 800 have done so) and districts are encouraged to adopt a resolution as well.

A motion to adopt the State of Colorado State Archives document retention schedule and to adopt a Resolution stating such was made by Greg Hanus, seconded by Kim Hittle and passed unanimously.

- **Financial**

- 5/21 MRMD funds arrived in the amount of \$33,288.30. This is a partial payment.

- **Public Outreach & Events (subject to change)**

- May 24th Guided Bird Hike
- May 31st Guided Bird Hike
- June 14 Guided Bird Hike
- David Rudin is leading the guided bird hikes, which are limited to ten folks total, and easy events in regard to social distancing.
- Elise met virtually with Aiken Audubon board members regarding the renovation of Hale Reservoir. They'd like to be considered a stakeholder if/when we have public process around the renovation and subsequent restoration of habitat and wetlands.

- **Pavilion Roof**

- McWilliams Roofing has completed the re-roofing of the restroom/pavilion building. CCMD received \$16,627.57 in late 2018 as an insurance payout for the roof. McWilliams Roofing honored their bid from a year and a half ago of \$22,769. A final depreciation payment will be issued from the insurance company to CCMD as follows:

\$ 22,769.00	McWilliams Roofing Invoice
\$ - 500.00	Deductible
<u>\$-16,627.57</u>	Prior payment received in 2018
\$ 5,641.43	On its way to CCMD from insurance company

- **CCMD Relationship with Fountain Police and Fire**

- Apr 24th Emailed Chief Heberer after David Hamilton called the PD and was told they didn't have jurisdiction over the park.
 - Apr 27th Chief Heberer answered my email and assigned LT Matt Racine as a point of contact. They would like to have input as to lighting and signage. Waiting for LT Racine to contact me.
 - Apr 29th LT Racine called and we spoke about park safety and jurisdiction. The PD's stance is that laws can be enforced within park boundaries, but park rules cannot be enforced. He will work on a way around the issue of dirt bikes and ATVs riding in the park, which is against park rules and should be able to be considered trespassing. I followed up the phone call with an email reiterating the points made and the help that we need.
 - May 8th David reported dirt bikes at the park. I called Fountain PD and emailed Lt Racine. He has not responded. I asked him for help with sign design to discourage illegal uses and improve the ability of the PD to respond. I notified Fountain PD that I am willing to press charges for trespassing.
 - May 21st David reported shots fired at the park again last night. I have not heard back from Lt Racine. Left him a voicemail this morning.
 - May 27th Emailed Lt Racine and asked for another meeting.
- **Parking Lot Lighting**
 - Plant Engineering was selected, and their proposal was signed by both parties.
 - 5/29: Site visit
 - When discussing load requirements and existing electric, realized that this project should perhaps be done in conjunction with the solar heating project, because the current electrical load would be reduced to almost nothing if so, possibly precluding the need to increase the load with City of Fountain.
 - Mitch Plant said he'd look for possible solar providers.
- **Senior Housing east of Safeway property.** A 60-unit senior living development is proposed. Steve Smith's concerns were addressed by the developer of this project.
- **Applegate: Hydrologic Modeling & Drainage Plan Update**
 - Task 1: Hydrologic Modeling
 - Steve has received a base model from Kiowa Engineering and has finished the conversion from HEC1 to HEC-HMS (new type of modeling required).
 - Steve and I are still trying to determine whether CCMD should be responsible for preparing a new Master Development Drainage Plan. We need it, but we're not the developers, and the developers of the more recent construction were not required to update the MDDP, so why should the district be required to do so? Working with Fountain and with the State Engineer's Office on this.
 - Task 2: Drainage and Erosion Control Plans
 - Task 3: Inflow Design Flood & Spillway Check
- **Mesa Ridge Negotiations**
 - Updated MRMD about conversations with Fountain.
 - Met with Carrie Bartow about specifics of the financing.

- Contacted a rep from DA Davidson about other financing possibilities, but met with a dead-end there.
- Emailed MRMD our negotiation points, along with history and needs.
- Ask for a meeting.

- **Fountain Mesa Blvd Conservation Project**
 - 3/27: emailed Levi and Kristy Martinez about approvals. Sent bid docs.
 - 3/27: emailed Katie Helm re: utility rebates
 - John MacKay has revised the bid set of construction documents, taking BLM comments into consideration. (no new trees will be allowed, and the gazebo location must be moved)
 - There are still two trees that need to be removed from the most recent iteration (received June 17)
 - After new design docs are received, will be able to move forward with BLM permit, City of Fountain Maintenance Agreement and rebate request and EPC Urban Park Grant application.
 - City of Fountain requires a Maintenance Agreement. Maintenance Agreement is ready to go as soon as design is complete, as design is an appendix.
 - Have begun writing the EPC Urban Park Grant application. Spoke with their rep who thought it sounded like a good project.

- **Lease of Ground Space for Telecommunications Tower**
 - No new news.

- **2019 Audit**
 - Haynie and Company will perform the annual audit remotely. I have submitted the documents that they will need.

Old Business

None

New business

None

The meeting was adjourned at 12:59 pm.

Respectfully submitted by



Elise Bergsten, District Manager