

METRO WASTEWATER RECLAMATION DISTRICT

Operations Committee Meeting Minutes

Tuesday, August 4, 2020

The meeting of the Operations Committee of the Metro Wastewater Reclamation District was held Tuesday, August 4, 2020 at 11:30 a.m., via a GoToMeeting in the Boardroom of the Administration Building.

Roll Call

Chairman Sekera called the roll.

Members Present

Greg Sekera, Chair
Nadine Caldwell
David Councilman
Robert Duncanson
Joan Iler
Kathryn Jensen
Martin Majors
Daniel Mikesell
Steve Pott
Bill Ray
Michael Sapp
Mary Beth Susman
Amerigo Svaldi
Dennis Towndrow
Scott Twombly

Members Absent

John Chavez
Christopher Pacheco
Kim Schoen

Others Present

Mickey Conway
Robert Thomas
Marty Alvis
Dawn Ambrosio
Liam Cavanaugh
Mitch Costanzo
Colleen Dempsey
Emily Jackson
Ruth Kedzior
Molly Kostelecky
Jim McQuarrie
Pat Stanley
Orren West
Carol Collins
Brandy DeLange
Pam Dorton
Jesse Gonzales
Yvonne Kohlmeier
Jim Mallore
Lydia Nkem
Brenda Olivias
Paul Parodi
Brittany Peshek

Public Comment

There was none.

Election of Vice Chairs for Standing Committees

Chairman Sekera expressed his gratitude to former Chairman Bill Ray and former Vice Chair Kim Schoen for their service to the Metro District.

Chairman Sekera asked the Committee for nominations. Chairman Sekera nominated Director Schoen and Director Jensen nominated Director Iler. Director Iler expressed her willingness to serve as Vice Chair if Director Schoen was not willing.

Director Ray moved and Director Caldwell seconded the motion to elect Director Schoen as Vice Chair of the Operations Committee.

The motion carried unanimously.

Action Items

District Manager Conway reviewed the following Action Items, and he and Metro District staff answered Directors' questions.

1. Consideration of Revisions to the Estimated 2020 Annual Charges for Service

Director Councilman moved and Director Iler seconded the motion to recommend revising the estimated 2020 Annual Charges for Service. Differences in the revised estimates as compared with the original estimates will be applied as credits or debits to Connector 2021 Annual Charges net payments.

The motion carried unanimously.

2. Consideration of the Estimated 2021 Annual Charges for Service

Director Duncanson moved and Director Iler seconded the motion to recommend adopting and certifying the estimated 2021 Annual Charges for Service and direct the District Manager to deliver those Estimated Charges to the Connectors.

The motion carried unanimously.

3. Consideration of 2021 Charges for the Disposal of Hauled Wastes

Director Caldwell moved and Director Jensen seconded the motion to recommend maintaining the 2021 Metro District charge for receiving routine hauled wastes at \$0.10 per gallon.

The motion carried unanimously.

4. Consideration of City of Commerce City Conditional Use Permit and 1041 Permit/Intergovernmental Agreement

Director Mikesell moved and Director Twombly seconded the motion to recommend authorizing the District Manager to enter into an Intergovernmental Agreement (IGA) with the city of Commerce City (Commerce City), substantially similar to the terms outlined in the IGA as currently written, in conjunction with Commerce City issuing a 1041 permit for the construction of portions of the Second Creek Interceptor and Sand Creek Interceptor System Improvements Project located in Commerce City.

The motion carried unanimously.

5. Consideration of Interceptor Rehabilitation 2020-2022 (PAR 1363) Preconstruction Services Agreement and Funding Appropriation

Director Susman moved and Director Caldwell seconded the motion to recommend:

1. Authorizing the District Manager to enter into an Agreement for Preconstruction Services with Granite Inliner, LLC in the amount of \$498,000 to provide preconstruction services for the Interceptor Rehabilitation 2020-2022 Project (Project).
2. Appropriating \$588,000 (100 percent) from the Fixed Asset Replacement Fund for this Project.

Mr. Costanzo answered questions regarding the scope of the project and the appropriation, and the age of the conduits on the Robert W. Hite Treatment Facility (RWHTF), stating they have not been rehabilitated since the original construction.

The motion carried unanimously.

6. Consideration of Job Order Contracting Services – Electrical Services

Director Iler moved and Director Councilman seconded the motion to recommend authorizing the District Manager to enter into five-year Job Order Contracting Services Agreements with Guarantee Electric Contracting and McDade-Woodcock, Inc. to provide miscellaneous, on-call electrical contracting services for a not-to-exceed amount of \$250,000, and a contract time not-to-exceed five years per Contractor. No appropriation is included or required as part of this recommendation.

The motion carried unanimously.

7. Consideration of On-Call Geotechnical Services

Director Caldwell moved and Director Mikesell seconded the motion to recommend authorizing the District Manager to enter into five-year on-call services agreements with Ground Engineering, Inc. and CTL Thompson, Inc. to provide on-call geotechnical consulting and materials testing services for a not-to-exceed amount of \$250,000, and a contract time not-to-exceed five years per consultant. No appropriation is included or required as part of this recommendation.

The motion carried unanimously.

8. Consideration of an Intergovernmental Agreement with the City of Aurora

Director Pott moved and Director Iler seconded the motion to recommend:

1. Authorizing the District Manager to enter into an Intergovernmental Agreement (IGA) with the city of Aurora (Aurora) allowing certain property within the Box Elder Creek Basin to be temporarily served by an interim wastewater treatment facility until such time as either the Metro District or Aurora has collection and transmission facilities which can serve the area.

2. Authorizing the District Manager to enter into additional amendments to the IGA which do not involve the transfer of land, require additional appropriations, or exceed the District Manager's spending authority.

General Counsel Jackson answered a question concerning the requirements for treated Box Elder Creek Basin water to be returned to the basin.

The motion carried unanimously.

Information Items

The Operations Committee reviewed the following Information Items.

1. Debt Parameters

District Manager Conway introduced the Debt Parameters presentation, which was given by Ms. Kostelecky who highlighted possible premiums and coupons the Metro District could use, current favorable rates, and the timeline for debt issuance.

2. Suncor Energy USA Inc., Refinery Groundwater Contamination on Robert W. Hite Treatment Facility Site

Mr. Costanzo presented an update on the Suncor Energy USA Inc., Refinery groundwater contamination on the RWHTF Site, highlighting gradual movement of contamination off Metro District property and the systems put in place in 2020 to mitigate contamination.

3. Metro District Staff Highlights

Ms. Kostelecky introduced the Metro District accounting team, highlighting their excellent work, currently done mostly from home, in supporting the District through financial work, including collecting and dispersing money, keeping track of revenue, and compiling monthly and annual financial reports.

Director Mikesell expressed his appreciation to the team for their work and for the opportunity to meet them.

4. Introduction of new Governmental Affairs Liaison Brandy DeLange

Ms. Ambrosio introduced the Metro District's new Governmental Affairs Liaison Brandy DeLange, highlighting her responsibilities in communication and lobbying and noted her experience with the Colorado Municipal League (CML) in advocating for a large number of municipalities.

Ms. DeLange expressed her gratitude for the introduction and to the Metro District for working with her around previous legislative responsibilities and noted she has already begun outreach to member municipalities, Special Connectors, state agencies, and stakeholders.

5. 2020 Fall Workshop Discussion

Director Twombly asked the Committee for opinions and concerns about holding an in-person or virtual Fall Workshop on October 29, 2020. District Manager Conway noted Metro District

staff could look into obtaining a larger venue for an in-person event to appropriately maintain social distancing for the event.

Director Sapp noted he would like to help with the planning for either option and Director Twombly appreciated his offer.

Directors Iler, Caldwell, and Mikesell expressed their willingness to attend an in-person Fall Workshop.

Director Twombly answered a question regarding options for the Fall Workshop, stating the current intention is to have a one-day event either in person or broken up into remote meetings and/or recordings.

Director Caldwell recommended the Stanley Marketplace as a venue option and the use of masks as part of social distancing.

Director Mikesell recommended the Metro District remain flexible and have two options for the event.

6. Status of Capital Improvement Projects Report

7. Current Activities/Operational Performance Report

District Manager Conway answered a question concerning the METROGRO Farm crop yield, stating the harvest was less than last year due to moisture issues and timing of storms, but the prices are more optimal this year.

8. Financial Reports

9. Upcoming Events

Director Twombly reminded Directors to join the Metro District Town Hall if they are able.

Other Information

District Manager Conway and Mr. McQuarrie answered a question about monitoring for COVID-19 ribonucleic acid (RNA) in wastewater, stating the analysis team at Colorado State University (CSU) began to receive Metro District's samples on August 3, 2020 and an update will be included in the District Manager's report for August.

Director Sapp expressed his commendation to the Metro District for its work on heat recovery for the National Western Complex as highlighted in an article in the August 4, 2020 *Denver Post*.

Chairman Sekera adjourned the meeting at 12:28 p.m.

MC:raklmm

METRO WASTEWATER RECLAMATION DISTRICT

Finance Committee Meeting Minutes

Thursday, August 6, 2020

The meeting of the Finance Committee of the Metro Wastewater Reclamation District was held Thursday, August 6, 2020 at 7:30 a.m., via a GoToMeeting in the Boardroom of the Administration Building.

Roll Call

Chairman Giddings called the roll.

Members Present

Jo Ann Giddings, Chair
Janet Kieler, Vice Chair
Peter Baertlein
Phil Burgi
Deborah Crisp
John Dingess
Stephen Gay
Andrew Johnston
Craig Kocian
Laura Kroeger
Bob LeGare
Charlie Long
Sarah Niyork
Barbara Puls
Ronald Sanchez
Del Smith
Peter Spanberger
Ronald Younger

Other Directors Present

John Chavez
Scott Twombly

Others Present

Mickey Conway
Robert Thomas
Marty Alvis
Dawn Ambrosio
Liam Cavanaugh
Mitch Costanzo
Colleen Dempsey
Emily Jackson
Ruth Kedzior
Molly Kostelecky
Jim McQuarrie
Pat Stanley
Orren West
Carol Collins
Brandy DeLange
Pam Dorton
Yvonne Kohlmeier
Jim Mallore
Lydia Nkem
Brenda Olivias
Paul Parodi
Brittany Peshek
Jensen Santos
Judy White

Public Comment

There was none.

Election of Vice Chairs for Standing Committees

Chairman Giddings expressed her gratitude to former Chairman Stephen Gay and Vice Chair Janet Kieler for their service to the Metro District.

Chairman Giddings asked the Committee for nominations. Chairman Giddings nominated Director Kieler who expressed her willingness to serve as Vice Chair.

Director Giddings moved and Director Long seconded the motion to elect Director Kieler as Vice Chair of the Finance Committee.

The motion carried unanimously.

Action Items

District Manager Conway reviewed the following Action Items, and he and Metro District staff answered Directors' questions.

1. Consideration of Revisions to the Estimated 2020 Annual Charges for Service

Director Gay moved and Director Baertlein seconded the motion to recommend revising the estimated 2020 Annual Charges for Service. Differences in the revised estimates as compared with the original estimates will be applied as credits or debits to Connector 2021 Annual Charges net payments.

Mr. Thomas answered questions regarding the changes in the loadings and how they are determined.

The motion carried unanimously.

2. Consideration of the Estimated 2021 Annual Charges for Service

Director Younger moved and Director Niyork seconded the motion to recommend adopting and certifying the estimated 2021 Annual Charges for Service and direct the District Manager to deliver those Estimated Charges to the Connectors.

The motion carried unanimously.

3. Consideration of 2021 Charges for the Disposal of Hauled Wastes

Director LeGare moved and Director Burgi seconded the motion to recommend maintaining the 2021 Metro District charge for receiving routine hauled wastes at \$0.10 per gallon.

Mr. Thomas answered questions concerning the difference between routine and non-routine wastes, where and how the disposal is monitored, and if the price would hinder disposal of hauled wastes at the Metro District.

The motion carried unanimously.

4. Consideration of City of Commerce City Conditional Use Permit and 1041 Permit/Intergovernmental Agreement

Director Dingess moved and Director Smith seconded the motion to recommend authorizing the District Manager to enter into an Intergovernmental Agreement (IGA) with the city of Commerce City (Commerce City), substantially similar to the terms outlined in the IGA as currently written, in conjunction with Commerce City issuing a 1041 permit for the construction

of portions of the Second Creek Interceptor and Sand Creek Interceptor System Improvements Project located in Commerce City.

General Counsel Jackson answered questions about how the agreements are proceeding, stating the Planning Commission favorably reviewed the conditions of approval for the Conditional Use Permit at a public hearing; and the template the Metro District uses for IGAs.

The motion carried unanimously.

5. Consideration of Interceptor Rehabilitation 2020-2022 (PAR 1363) Preconstruction Services Agreement and Funding Appropriation

Director Younger moved and Director Smith seconded the motion to recommend:

1. Authorizing the District Manager to enter into an Agreement for Preconstruction Services with Granite Inliner, LLC in the amount of \$498,000 to provide preconstruction services for the Interceptor Rehabilitation 2020-2022 Project (Project).
2. Appropriating \$588,000 (100 percent) from the Fixed Asset Replacement Fund for this Project.

Mr. Costanzo answered questions regarding the scope of work and how the project fits into the *Ten-Year Capital Expenditure Program*. Mr. Mallorey answered a question concerning project work around the National Western Complex.

The motion carried unanimously.

6. Consideration of Job Order Contracting Services – Electrical Services

Director Dingess moved and Director Sanchez seconded the motion to recommend authorizing the District Manager to enter into five-year Job Order Contracting Services Agreements with Guarantee Electric Contracting and McDade-Woodcock, Inc. to provide miscellaneous, on-call electrical contracting services for a not-to-exceed amount of \$250,000, and a contract time not-to-exceed five years per Contractor. No appropriation is included or required as part of this recommendation.

Mr. Costanzo answered questions about where the contractors are located, when the contractors would be paid, how work would be distributed between the two contractors, how quickly the contractors would need to respond to a task order, and the Metro District's experience with the contractors.

The motion carried unanimously.

7. Consideration of On-Call Geotechnical Services

Director Smith moved and Director Burgi seconded the motion to recommend authorizing the District Manager to enter into five-year on-call services agreements with Ground Engineering, Inc. and CTL Thompson, Inc. to provide on-call geotechnical consulting and materials testing services for a not-to-exceed amount of \$250,000, and a contract time not-to-exceed five years per consultant. No appropriation is included or required as part of this recommendation.

Mr. Costanzo answered questions regarding the scope of work and how discovery of hazardous materials would be handled.

The motion carried unanimously.

8. Consideration of an Intergovernmental Agreement with the City of Aurora

Director Dingess moved and Director Younger seconded the motion to recommend:

1. Authorizing the District Manager to enter into an Intergovernmental Agreement (IGA) with the city of Aurora (Aurora) allowing certain property within the Box Elder Creek Basin to be temporarily served by an interim wastewater treatment facility until such time as either the Metro District or Aurora has collection and transmission facilities which can serve the area.
2. Authorizing the District Manager to enter into additional amendments to the IGA which do not involve the transfer of land, require additional appropriations, or exceed the District Manager's spending authority.

Ms. Jackson answered questions concerning the Box Elder Creek Basin's water rights, how the IGA compares to previous IGAs of the same nature, and the property footprint. She and Mr. Thomas answered questions about temporary service options for the property and how water rights issues have been handled previously.

The motion carried unanimously.

Information Items

The Finance Committee reviewed the following Information Items.

1. Debt Parameters

District Manager Conway introduced the Debt Parameters presentation, which was given by Ms. Kostelecky who highlighted possible premiums and coupons the Metro District could use, current favorable rates, and the timeline for debt issuance.

Ms. Kostelecky answered questions regarding the terms of the issuance; definitions of PAR, wrapped debt service, and coupons; how the underwriter was chosen; and the value of choosing a tax-exempt versus a taxed debt issuance, stating a comparison could be given at a later date.

2. Suncor Energy USA Inc., Refinery Groundwater Contamination on Robert W. Hite Treatment Facility Site

Mr. Costanzo presented an update on the Suncor Energy USA Inc., Refinery groundwater contamination on the Robert W. Hite Treatment Facility Site, highlighting gradual movement of contamination off Metro District property and the systems put in place in 2020 to mitigate contamination.

3. Metro District Staff Highlights

Ms. Kostelecky introduced the Metro District accounting team, highlighting their excellent work, currently done mostly from home, in supporting the District through financial work, including collecting and dispersing money, keeping track of revenue, and compiling monthly and annual financial reports.

Directors Niyork, Keiler, and Burgi and Chairman Giddings thanked the accounting team for their work.

Ms. Kostelecky answered a question concerning how long team members have been employed with the Metro District.

4. Introduction of new Governmental Affairs Liaison Brandy DeLange

Ms. Ambrosio introduced the Metro District's new Governmental Affairs Liaison Brandy DeLange, highlighting her responsibilities in communication and lobbying and noting her experience with the Colorado Municipal League (CML) in advocating for a large number of municipalities.

Ms. DeLange expressed her gratitude for the introduction and to the Metro District for working with her around previous legislative responsibilities and noted she has already begun outreach to member municipalities, Special Connectors, state agencies, and stakeholders.

5. 2020 Fall Workshop Discussion

Director Twombly asked the Committee for opinions and concerns about holding an in-person or virtual Fall Workshop on October 29, 2020. He noted Metro District staff could look into obtaining a larger venue for an in-person event to appropriately maintain social distancing for the event.

Directors Kieler and Director Smith expressed their willingness to attend a virtual Fall Workshop.

Director Keiler suggested distributing the content over multiple days, and Director Dingess suggested sending the materials in advance of the event. Director Sanchez and Director Long suggested giving the option to attend in person or virtually. Director Sanchez also suggested attendees should be tested for COVID-19 a few days prior to the event, and Director Long suggested having breaks in between presentations.

Director Twombly expressed appreciation for the Directors' suggestions and stated the different options would be considered.

6. Status of Capital Improvement Projects Report

7. Current Activities/Operational Performance Report

8. Financial Reports

Ms. Kostelecky answered questions about the notation of bonds in the report.

9. Upcoming Events

Other Information

Ms. Kostelecky answered questions regarding the interest rate for Sewer Connection Charges which Crestview Water and Sanitation District is being charged and the notification process.

Director Younger and Chairman Giddings expressed their commendation for the Metro District's 2020 Town Hall.

Chairman Giddings adjourned the meeting at 9:03 a.m.

MC:rak\lmm

METRO WASTEWATER RECLAMATION DISTRICT

Executive Committee Meeting Minutes

Tuesday, August 11, 2020

The Executive Committee of the Metro Wastewater Reclamation District was held Tuesday, August 11, 2020 at 11:30 a.m., via a GoToMeeting in the Environmental Services A conference room of the Administration Building.

Roll Call

Chairman Twombly called the roll.

Members Present

Scott Twombly, Chairman
Andrew Johnston, Chairman Pro Tem
Nadine Caldwell, Secretary
Stephen Gay, Treasurer
Peter Baertlein
Jo Ann Giddings
Charles Long
Dan Mikesell
Greg Sekera

Other Directors Present

Philip Burgi, Advisory
Kathy Jensen, Advisory

Others Present

Mickey Conway
Robert Thomas
Mitch Costanzo
Colleen Dempsey
Emily Jackson
Ruth Kedzior
Yvonne Kohlmeier
Lydia Nkem
Brittany Peshek

Public Comment

There was none.

Action Items

District Manager Conway reviewed the following Action Items, and he and Metro District staff answered Directors' questions.

1. **Consideration of Revisions to the Estimated 2020 Annual Charges for Service**

Director Caldwell moved and Director Mikesell seconded the motion to recommend revising the estimated 2020 Annual Charges for Service. Differences in the revised estimates as compared with the original estimates will be applied as credits or debits to Connector 2021 Annual Charges net payments.

District Manager Conway and Mr. Thomas answered questions regarding the impact of COVID-19 on the flows and loadings Metro District has received.

The motion carried unanimously.

2. **Consideration of the Estimated 2021 Annual Charges for Service**

Director Caldwell moved and Director Mikesell seconded the motion to recommend adopting and certifying the estimated 2021 Annual Charges for Service and direct the District Manager to deliver those Estimated Charges to the Connectors.

The motion carried unanimously.

3. Consideration of 2021 Charges for the Disposal of Hauled Wastes

Director Caldwell moved and Director Mikesell seconded the motion to recommend maintaining the 2021 Metro District charge for receiving routine hauled wastes at \$0.10 per gallon.

The motion carried unanimously.

4. Consideration of City of Commerce City Conditional Use Permit and 1041 Permit/Intergovernmental Agreement

Director Caldwell moved and Director Mikesell seconded the motion to recommend authorizing the District Manager to enter into an Intergovernmental Agreement (IGA) with the city of Commerce City (Commerce City), substantially similar to the terms outlined in the IGA as currently written, in conjunction with Commerce City issuing a 1041 permit for the construction of portions of the Second Creek Interceptor and Sand Creek Interceptor System Improvements Project located in Commerce City.

The motion carried unanimously.

5. Consideration of Interceptor Rehabilitation 2020-2022 (PAR 1363) Preconstruction Services Agreement and Funding Appropriation

Director Caldwell moved and Director Mikesell seconded the motion to recommend:

1. Authorizing the District Manager to enter into an Agreement for Preconstruction Services with Granite Inliner, LLC in the amount of \$498,000 to provide preconstruction services for the Interceptor Rehabilitation 2020-2022 Project (Project).
2. Appropriating \$588,000 (100 percent) from the Fixed Asset Replacement Fund for this Project.

The motion carried unanimously.

6. Consideration of Job Order Contracting Services – Electrical Services

Director Caldwell moved and Director Mikesell seconded the motion to recommend authorizing the District Manager to enter into five-year Job Order Contracting Services Agreements with Guarantee Electric Contracting and McDade-Woodcock, Inc. to provide miscellaneous, on-call electrical contracting services for a not-to-exceed amount of \$250,000, and a contract time not-to-exceed five years per Contractor. No appropriation is included or required as part of this recommendation.

The motion carried unanimously.

7. Consideration of On-Call Geotechnical Services

Director Caldwell moved and Director Mikesell seconded the motion to recommend authorizing the District Manager to enter into five-year on-call services agreements with

Ground Engineering, Inc. and CTL Thompson, Inc. to provide on-call geotechnical consulting and materials testing services for a not-to-exceed amount of \$250,000, and a contract time not-to-exceed five years per consultant. No appropriation is included or required as part of this recommendation.

The motion carried unanimously.

8. Consideration of an Intergovernmental Agreement with the City of Aurora

Director Caldwell moved and Director Mikesell seconded the motion to recommend:

1. Authorizing the District Manager to enter into an Intergovernmental Agreement (IGA) with the city of Aurora (Aurora) allowing certain property within the Box Elder Creek Basin to be temporarily served by an interim wastewater treatment facility until such time as either the Metro District or Aurora has collection and transmission facilities which can serve the area.
2. Authorizing the District Manager to enter into additional amendments to the IGA which do not involve the transfer of land, require additional appropriations, or exceed the District Manager's spending authority.

The motion carried unanimously.

Information Items Discussed/Presented at Standing Committees

The Executive Committee reviewed the following Information Items.

1. Debt Parameters

District Manager Conway noted this item will be presented to the Board of Directors in September 2020 for approval.

2. Suncor Energy USA Inc., Refinery Groundwater Contamination on Robert W. Hite Treatment Facility Site

3. Metro District Staff Highlights

4. Introduction of new Governmental Affairs Liaison Brandy DeLange

District Manager Conway and Mr. Thomas answered questions concerning whom Ms. DeLange replaced and the recruitment process.

5. 2020 Fall Workshop Discussion

Chairman Twombly shared the results of a poll for Directors' preferences for an in-person or virtual 2020 Fall Workshop, stating about fifty percent prefer each option. He also stated Metro District staff would look into different options and update the Board on a recommendation.

6. Status of Capital Improvement Projects Report

7. Current Activities/Operational Performance Report

District Manager Conway responded to a request to include a purpose statement of the METROGRO Farm (Farm) in every Farm update, and answered questions about how bountiful and unbountiful crop yields are accounted for in the budget, and how grain storage has been useful.

8. Financial Reports

9. Upcoming Events

Chairman Twombly requested staff poll the new Directors on their preference for an in-person or virtual New Director Orientation, and District Manager Conway reminded the Committee of the Employee Service Awards in September 2020.

Information Items

1. Land Acquisition

Chairman Twombly stated, "This discussion will be conducted in executive session as authorized by C.R.S. § 24-6-402(4)(a) which authorizes executive sessions relating to the purchase, acquisition, lease, transfer, or sale of any property, real or personal. The matter to be discussed in this executive session is Land Acquisition. No formal action may be taken in executive session and the discussion must be confined to this topic."

Director Mikesell moved and Director Baertlein seconded the motion to enter executive session. The motion carried unanimously, and the Committee entered executive session at 11:50 a.m.

Chairman Twombly reconvened the regular meeting at 11:57 p.m.

2. Employee Compensation Discussion

Chairman Twombly stated, "This discussion will be conducted in executive session as authorized by C.R.S. § 24-6-402(4)(f)(l) which authorizes executive sessions for determining personnel matters. The matter to be discussed in this executive session is Employee Compensation. No formal action may be taken in executive session and the discussion must be confined to this topic."

Director Caldwell moved and Director Long seconded the motion to enter executive session. The motion carried unanimously, and the Committee entered executive session at 12:00 p.m. All Metro District staff except District Manager Conway, Mr. Thomas, General Counsel Jackson, Ms. Dempsey, and the Office of the Manager staff left the meeting.

Chairman Twombly reconvened the regular meeting at 12:31 p.m.

3. Virtual Meeting Protocol Discussion

Chairman Twombly solicited the Committee members' thoughts and experiences regarding holding virtual executive sessions, noting the city of Thornton's city clerk had recommended holding executive sessions in a separate meeting.

District Manager Conway answered questions concerning monitoring of persons in virtual meetings.

Directors discussed the use of passwords and added security features for different platforms. Chairman Twombly asked if any Directors were opposed to having executive sessions in a separate meeting, and none were opposed.

Ms. Jackson and Mr. Conway answered questions about protocol in entering and exiting executive sessions and combining executive sessions.

Other Information

There was none.

Chairman Twombly adjourned the meeting at 12:47 p.m.

MC:raklmm