

RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
COMPARK BUSINESS CAMPUS METROPOLITAN DISTRICT  
HELD  
December 2, 2014**

A special meeting of the Board of Directors of the Compark Business Campus Metropolitan District was held on Tuesday, December 2, 2014 at 12:15 p.m. at 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111.

Attendance                    In attendance were Directors:

Michael P. Vickers, President  
Tom List, Vice-President/Secretary/Treasurer  
Kevin Michalek, Asst. Secretary/Treasurer

Also in attendance were:

Bob Blodgett, Mathew Mendisco and Janece Soendker;  
CliftonLarsonAllen LLP  
Rick Kron; Spencer Fane Britt & Browne & LLP  
Russ Burrows; Manhard  
Jim McGrady; Stonegate Village MD

Call to Order                President Vickers called the meeting to order at 12:30 p.m.

Disclosures of  
Potential Conflicts        The Board disclosed possible conflicts of interest. No additions were  
Of Interest                reported.

Discuss Board Vacancies

No report.

**CONSENT AGENDA**

Mr. Blodgett reported the October claims total \$122,018.84.

After discussion, upon a motion duly made by Director Vickers, seconded by Director List, and upon a vote, unanimously carried, the Board approved the Consent Agenda as submitted.

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- IV. Review and approve Minutes of the August 26, 2014 Regular Meeting
- V. Financial Items
  - A. Approve October Claims totaling \$122, 018.84
  - B. Ratify August and September Claims Totaling \$131,998.32
  - C. Accept September 30, 2014 Continuing Disclosure Statement
  - D. Consider Approval of 2014 Audit Agreement with L. Paul Goedecke- \$3,500
  - E. Review and Consider Approval of Engagement Letter with CliftonLarsonAllen, LLP for 2015 Accounting Services
- VI. Engineering Items
  - A. Ratify Agreement with Manhard Consulting on August 26, 2014 for Professional Engineering Services for Compark Village Filing No. 8 Drainage, Detention Pond and Sanitary Sewer Outfall Main - \$31,250
  - B. Ratify Agreement with Manhard Consulting on October 22,2014 for Civil Engineering Services for Phase 2 Drainage Improvement Work As- Built Plans for Compark Filing No. 2, 6<sup>th</sup> Amendment, Lot 4B-1B - \$1,450
- VII. Attorney Items
  - Other
- VIII. Manager's Items
  - A. Accept SVMD Meeting Information
  - B. Accept SMWSA Meeting Information
  - C. Accept SFE Water Right Tracking Schedule (SVMD, LPMD, CBC)
  - D. Review and Consider Adoption of 2015 Annual Administrative Matters Resolution
  - E. Information Items and Referrals

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### DISCUSSION AGENDA

#### IX. Engineering/Construction Items – Russ Burrows

##### A. Update on District Work Regarding Lot 4B-1B

Mr. Burrows reported there may be some clean up work next spring. No action is needed now by the Board.

##### B. Update on Lennar Filing 5 Pond, Trail and Landscape Work

Mr. Burrows reported that Franks Finish Grading and Premier have change orders approved \$7,500 to clean up the pond and trail. This work will most likely be completed in the spring of 2015.

Mr. Burrows review the estimate from Spilt Rail Fence for fence improvements adjacent to the pond. The TREX is the desired option at a cost of \$32,244. Mr. McGrady reported that Stonegate Village MD is willing to contribute \$22,244 to this cost if the District will pay the remaining \$10,000 to pay for the most durable and attractive screening fence for this pond.

After discussion, upon a motion duly made by Director Vickers, seconded by Director List, and upon a vote, unanimously carried, the Board agreed to pay \$10,000 of the \$32,244 cost for the TREX screening fence.

##### C. Status of Private Fire Hydrant Maintenance Agreement with SVMD

No report.

##### D. Potential Hospital SFE's

Director Vickers reported that he, Mr. Blodgett, and Mr. Burrows are discussing this project with the Springstone group in a conference call this afternoon.

##### E. Discuss IREA Lift Station Status and District Required Work

Mr. Burrows reviewed this project with the Board. He reported the District will need to construct a regional detention pond and a sanitary sewer line extension. Director Vickers reported the regional detention pond cost for filing 8 is approximately \$515,000 total consisting of \$372,000 for the District and \$143,000 by IREA. Mr. Burrows reported the sanitary sewer

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line extension is \$114,000 plus the 25% contingency for a total cost of approximately \$140,000.

Mr. Burrows reported the filing 7 detention pond cost to the District is approximately \$200,000. Director Vickers asked that these estimates be used in the 2015 capital project fund budget.

Mr. Burrows reported the District will own and operate the detention ponds. Mr. Kron suggested he send a letter to the Town of Parker to ask for permission to own and operate the detention pond to ensure it is consistent with the service plan approval by the Town. The Board concurred.

F. Discuss Happy Canyon Creek Trail South of County Line – DVMD Request

Deferred.

X. Landscape Maintenance/Construction Report

A. Chambers Road Medians

Mr. Blodgett reported these are completed.

B. Status of E-470/Chambers Road Monument Sign Construction

The Board reviewed the pictures and reports from Mr. Kittle at Plan West. Mr. Blodgett will add these pictures to the District's website. The project is almost completed.

C. Discuss Maintenance Plan

Mr. Burrows distributed copies of the District maintenance plan prepared by Plan West and Manhard. Discussion was deferred to a future meeting.

D. Review of Tree Care Proposals

1. Swingle
2. Rocky Mountain Tree Care, Inc.
3. Davey Tree Expert Company
4. Other

Mr. Mendisco reviewed these with the Board. He reported the Swingle proposal is \$14,993.08 plus pruning at \$1,312 a day for each pruning job. Rocky Mountain Tree Care, Inc. is \$26,670 which includes tree wraps. Davey Tree Expert Company is \$37,193. Mr. Mendisco reported they are all qualified companies. Rocky Mountain Tree Care, Inc. visited the site

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and had a more comprehensive approach to the treatment of the trees. He recommended Rocky Mountain Tree Care, Inc. Mr. Blodgett concurred.

After discussion, upon a motion duly made by Director List, seconded by Director Michalek, and upon a vote, unanimously carried, the Board approved an agreement with Rocky Mountain Tree Care, Inc. for 2015 tree care in the amount of \$26,670

E. Other

None.

### XI. Financial Items

A. Review and Approve September 30, 2014 Financial Statements and Cash Position Report

Ms. Soendker recommended these be reviewed with the 2015 budget. The Board concurred.

B. Review Capital Project Fund Budget and Future Priorities

Ms. Soendker recommended these be reviewed with the 2015 budget. The Board concurred.

C. Other

Mr. McGrady reported on the SVMMD wastewater treatment plant construction and the connection with other lines within the District to provide for WISE water in 2016. The Board thanked Mr. McGrady for his attendance.

### XII. Manager's Items

A. Conduct Public Hearing to Consider Amending the 2014 Budget; Consider Adoption of Resolution to Amend 2014 Budget

Ms. Soendker reported that the 2014 budget does not need to be amended. No public hearing was held.

B. Conduct Public Hearing to Consider Adoption of 2015 Budget, Appropriate Expenditures and Set Mill Levy; Consider Adoption of Resolution to Adopt 2015 Budget, Appropriate Expenditures and Set Mill Levy

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Director Vickers opened the public hearing at 1:33 p.m. There were no public comments. Director Vickers closed the public hearing at 1:34 p.m.

Ms. Soendker reviewed the 2015 budget with the Board. The budget continues the current mill levy of 42.37 mills. The Board reviewed the capital project fund budget. Director Vickers reported this may need to be further amended to reflect current cost estimates of the regional detention pond and other projects. Mr. Kron reported the District's sewer operation's fees may be eligible for storm sewer uses as well as sanitary sewer uses. He will review and inform Ms. Soendker and the Board.

After discussion, upon a motion duly made by Director List, seconded by Director Michalek, and upon a vote, unanimously carried, the Board approved the 2015 budget, appropriate expenditures and established the property tax levy at 42.37 mills for collection in 2015.

### C. Website Update

No report.

## XIII. Attorney's Items

### A. Discussion and Possible Action Regarding SVMD/CBCMD IGA Issues

No report.

### B. Discuss and Possible Action Regarding Landowner Agreement with the District Regarding the Property South of C470

No report.

## XIV. Director's Items

### A. Development Update

No report.

### B. Confirm Quarterly Regular Meeting for 4<sup>th</sup> Tuesday of February, May, August, November, 2015 at 12:15 p.m. at CLA

The Board confirmed the quarterly meeting schedule for 2015.

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XV. Other Items

A. Confirm Quorum for February 24, 2015 Regular Meeting

A quorum was confirmed.

XVI. Adjournment

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board adjourned the meeting at 1:58 pm.

Respectfully submitted,



Secretary for the Meeting