

RECORD OF PROCEEDINGS

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**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
COMPARK BUSINESS CAMPUS METROPOLITAN DISTRICT  
HELD  
November 28, 2017**

A regular meeting of the Board of Directors of the Compark Business Campus Metropolitan District was held on Tuesday, November 28, 2017 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

Also in attendance were:

Bob Blodgett and Janece Soendker; CliftonLarsonAllen LLP  
Rick Kron; Spencer Fane LLP  
David Strauss; Strauss Building Services  
Russ Burrows; Calibre Engineering  
Alan Matlosz; George K. Baum (via telephone)

Call to Order

President Vickers called the meeting to order at 12:45 p.m. The Board excused the absence of Director Michalek.

Disclosures of  
Potential Conflicts  
Of Interest

The Board disclosed possible conflicts of interest. No additions were reported.

Discuss Board  
Vacancies

No report.

**CONSENT AGENDA**

IV. Administrative Matters

- A. Review and Approve Minutes of the August 29, 2017, September 5, 2017 and September 18, 2017 Special Meetings
- B. Approve District Insurance and Renewal of same; Approve Renewal of SDA Membership
- C. Approve Transparency Notice and Mode of Eligible Elector Notification for 2018 (post on SDA website)
- D. Approve October Claims \$28,227.41
- E. Ratify August and September Claims - \$99,583.06

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- F. Ratify September 30, 2017 Continuing Disclosure Statement
  - G. Consider Approval of Engagement Letter of L. Paul Goedecke P.C. for 2017 Audit Services - \$3,850
  - H. Ratify Underwriter Engagement Agreement with George K. Baum
- V. Engineering and Maintenance Items
- A. Ratify Parker Release Letter
- VI. Attorney Items
- A. Ratify Second Extension of Water Rights Purchase Agreement with CSG Holdings
  - B. Consider Approval of Resolution Concerning Regular Election to be Held May 8, 2018
- VII. Manager's Items
- A. Accept SVMD Meeting Information
  - B. Accept SMWSA Meeting Information
  - C. Accept SFE Water Rights Tracking Schedule (SVMD, LPMD, CBC, BSMD)
  - D. Ratify Approval of Letter to Douglas County Public Works Confirming Funding to Complete Storm Drainage Improvements
  - E. Consider Approval of Resolution Concerning Annual Administrative Matters in 2018
  - F. Information Items and Referrals

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the Consent Agenda with the exception of Item 6.A, the Second Extension of Water Rights Purchase Agreement with CSG Holdings which was deferred.

### **DISCUSSION AGENDA**

- VIII. SVMD Updates – Paul Dannels, SVMD Manager
- A. Discuss Water and Wastewater SFE Schedule

Mr. Dannels was not able to attend the meeting. Mr. Burroughs distributed copies of a draft water and wastewater SFE schedule. He has been coordinating with Ms. Klein at SVMD. They are close to a final draft. The board thanked Mr. Burroughs for his efforts.

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IX. Engineering/Construction Items – Russ Burrows

- A. Status of Compark Filing 2 5th Amendment Lot 4A-1 Prairie Trail Drainage Issue (Piedmont Site)

Mr. Burroughs reported the property owner has cleaned and repaired the drainage swale.

- B. Filing 7 Detention Pond Update

- 1. Review and Approve Low Responsive Bid - \$TBD

Mr. Burrows distributed copies of the bid tabulations for the Compark Village Filing No. 7, Amendment No. 2 storm drainage improvements. Mr. Burroughs recommended approval of the low responsive bidder JBS Pipeline Contractors in the amount of \$230,203.

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the contract with JBS Pipeline Contract subject to legal review.

- C. Referrals

None.

- D. Discuss Proposed Parking Lot for the Charter Communications Facility

Charter Communications is moving forward with the parking lot construction.

- E. Other

None.

X. Landscape Maintenance/Construction Report

- A. Maintenance Updates and Proposals

Mr. Strauss reported that the contractor working on the Chambers Road bridge has damaged some of the District's beds. Mr. Strauss has emailed the contractor regarding repairs. Mr. Burroughs will assist with notification to the town of Parker. Mr. Strauss will bring proposals for the necessary repairs to the February Board meeting.

- B. Tree Care

Mr. Strauss will provide winter watering to the trees if the dry conditions continue. The board approved this work as needed.

- C. Other

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Mr. Blodgett reported the 2018 Landscape Services Agreement with Strauss Building Services needs to be approved. It provides for \$4,000 per month from May to October and \$525 per month from November to April. It provides a flat rate of \$1,750 per month during the winter months for snow removal. Mr. Strauss said he will update the agreement and send it to Mr. Blodgett within the next month. Upon a motion duly made by Director Vickers, second by Director List, and upon vote unanimously carried, the Board authorized Mr. Blodgett to approve a new agreement with Strauss Building Services for 2018 subject to ratification at the February board meeting.

### XI. Financial Items

#### A. Discuss Status of Bond Refunding and Other Options – Alan Matlosz

Mr. Matlosz reported the District is moving forward with the US Bank loan agreement. This maintains the District's mill levy at 37 mills for the next five years. The Board will need a special meeting in mid December to approve this transaction. Mr. Matlosz will check with Mr. Jordan regarding any new bond documents and resolutions required for that meeting.

#### B. Review and Approve September 30, 2017 Financial Statements and Cash Position Report Updated as of November 3, 2017

Ms. Soendker reviewed with the Board. Upon a motion duly made by Director Vickers seconded by Director List, and upon vote unanimously carried, the Board accepted the financial statements and cash position report.

#### C. Discuss Capital Project Fund Budget and Future Priorities

No report.

#### D. Status of Offset Agreement Between CBCMD and Compark Properties LLC

No report.

### XII. Manager's Items

#### A. Conduct Public Hearing to Consider Amending the 2017 Budget; Consider Adoption of Resolution to Amend 2017 Budget

Director Vickers opened the public hearing at 1:27 p.m. There were no public comments. Director Vickers closed the public hearing at 1:28 p.m.

Ms. Soendker reported that the 2017 Capital Budget and Debt Service Fund Budget need to be amended. Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the necessary budget amendments.

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- B. Conduct Public Hearing to Consider Adoption of 2018 Budget, Appropriate Expenditures and Set Mill Levy; Consider Adoption of Resolution to Adopt 2018 Budget, Appropriate Expenditures and Set Mill Levy

Director Vickers opened the Public Hearing at 1:29 p.m. There were no public comments. Director Vickers closed the Public Hearing at 1:30 p.m.

Ms. Soendker reviewed the 2018 budget with the Board. After discussion, upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the 2018 budget and adopted the Resolution to Adopt 2018 Budget, Appropriate Expenditures and Set Mill Levy and Authorizing the District to Gallagherize the 2018 Mill Levy in proportion to the amount of residential property within the District.

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the budget, appropriated expenditures and certified the Gallagherized mill levy of 42 mills for collection in 2018.

- C. Website Update

No report.

- D. Other

None.

XIII. Attorney's Items

No report.

XIV. Director's Items

- A. Discuss Compark Village Filing 7 Development Issues

No report.

- B. Development Update

- 1. Discuss Future Growth

Director Vickers reported he is working on a project for development in Filing 11. This will require approximately \$300,000 for a detention pond. He asked that this be added to the February Board meeting agenda for discussion.

- C. Confirm 2018 Quarterly Meetings: 4<sup>th</sup> Tuesday of February, May, August, and November, 2018 at 12:15pm at CliftonLarsonAllen, LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO

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The Board confirmed the 2018 quarterly board meeting schedule.

XV. Other Items

A. Confirm Quorum for February 27, 2018 Regular Meeting

A quorum was confirmed.

XVI. Adjournment

Director Vickers adjourned the meeting at 1:45 p.m.

Respectfully submitted,



Secretary for the Meeting