

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
COMPARK BUSINESS CAMPUS METROPOLITAN DISTRICT  
HELD  
February 27, 2018**

A regular meeting of the Board of Directors of the Compark Business Campus Metropolitan District was held on Tuesday, February 27, 2018 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, Patrick Shannon and Janece Soendker; CliftonLarsonAllen  
LLP  
Rick Kron; Spencer Fane LLP  
David Strauss; Strauss Building Services  
Russ Burrows; Calibre Engineering (via telephone)

Call to Order                      President Vickers called the meeting to order at 12:15 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**

IV.     Administrative Matters

- A.     Review and Approve Minutes of the November 28, 2017 and December 20, 2017 Meeting
- B.     Approve January Claims \$TBD
- C.     Ratify November and December Claims - \$33,991.02
- D.     Ratify December 31, 2017 Continuing Disclosure Statement
- E.     Ratify Closing Memorandum from George K. Baum & CO.

V. Engineering and Maintenance Items

- A. Ratify December 8, 2017 Notice of Award to JBS Pipeline Contractors - \$230,343.00
  - 1. Ratify Approval of Change Order Number 1 for Pipeline Installation over an Existing ACWWA Line - \$2,628.48
  - 2. Ratify Approval of Change Order Number 2 for an Additional Access Maintenance Road - \$9,746.00
- B. Ratify Approval of IREA Easement Offer and Utility Underground Access Easement - \$4,420.00 Revenue
- C. Ratify Acceptance of Bargain and Sale Deed from CLC for Tracts A, B, C and D, Compark Village Filing No. 7, Amendment No. 2
- D. Ratify Approval of Quit Claim Deed between the District and CLC for Tract E, Compark Village Filing No. 7, Amendment No. 2
- E. Ratify Approval of Agreement with Calibre Engineering for Construction Administration Services Filing 7 Detention Pond - \$7,500.00
- F. Ratify Approval of Agreement with DTEC for Erosion Control Work on Filing 7 Detention Pond - \$15,595.00
- G. Ratify Approval of Tap Purchase Agreement with Chambers Compark 1, LLC

VI. Attorney Items

- A. Ratify Approval of Partial Assignment of Escrow Agreement With Compark Land Company - \$275,695.00 - Nick's Investments LLC Project

VII. Manager's Items

- A. Accept SVMD Meeting Information
- B. Accept SMWSA Meeting Information
- C. Accept SFE Water Rights Tracking Schedule (SVMD, LPMD, CBCMD, BSMD)
- D. Information Items and Referrals

Mr. Blodgett reported the January claims totaled \$44,268.27. Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the Consent Agenda as presented

**DISCUSSION AGENDA**

VIII. SVMD Updates – Paul Dannels, SVMD Manager

Mr. Dannels did not attend. Director Vickers reported Mr. Dannels will be retiring in approximately 30 days. Ms. Sjobakken will probably be the new District Manager for SVMD.

IX. Engineering/Construction Items – Russ Burrows

A. Filing 7 Detention Pond Construction and Cost Update

Mr. Burrows provided a status report on Filing 7 construction. He reported there will be an approximately \$23,000 shortfall after the two-year warranty. Director Vickers stated he would like MainStreet and Compark Land Company to contribute their fair shares to the Filing 7 detention pond. After discussion, the Board directed Mr. Kron to draft a Reimbursement Agreement for Filing 7 detention pond between the District, Main Street and Compark Land Company. Mr. Burrows will provide Mr. Kron the necessary cost-sharing information.

Director Vickers asked that the completion date for each of the detention ponds be added to future agendas. Mr. Burrows reported the estimated completion date for the Filing 7 pond is March 15, 2018.

B. Filing 8 Sanitary Sewer Line Extension Update

1. Update on Contract Bidding

Mr. Burrows reported the Filing 8 sanitary sewer line is out for bids. Bids will be opened on March 19. The estimated budget is \$750,000. The Belford South Metropolitan District will be paying their share of the cost based on the number of SFE's in Belford South. Director Vickers reported the Chamber's Highpoint Metropolitan District will also benefit and should pay a share of the cost.

After discussion, the Board directed Mr. Kron to draft a Reimbursement Agreement for the Filing 8 sanitary sewer line between the District, Belford South and Chambers Highpoint.

Mr. Burrows estimated the completion date of September, 2018.

C. Review Filing 11 Detention Pond Cost Allocations

Mr. Burrows reviewed the Filing 11 detention pond cost allocations. Mr. Kron is also drafting a Reimbursement Agreement for Filing 11 for Red Barre, the District and the Nick's convenience store. Mr. Burrows estimated a completion date of May 2018.

D. Update on SVMD Lift Station in CBCMD Usage

Not discussed.

E. Other

None.

X. Landscape Maintenance/Construction Report

A. Maintenance Updates and Proposals

Mr. Strauss reviewed his maintenance updates and proposals with the Board. Director Vickers agreed to discuss with the Town of Parker the \$4,100 damage caused by the construction of the Chambers Bridge over Happy Canyon Creek. Mr. Strauss indicated that he was not able to obtain the Town's approval for reimbursement.

The Board asked Mr. Strauss to use his best judgment regarding the improvements to the Compark Boulevard, where a future IREA line extension might be constructed in the near future.

After discussion, Upon a motion duly made by Director Vickers, second by Director List, and upon vote unanimously carried, the board approved the following four work orders with Strauss Building Services:

- Work Order #340 power wash and paint monument walls in the amount of \$6,500
- Work Order #341 repair sod at condos and cut and repair 4,100ft of sod in the amount of \$4,100
- Work Order #342 mulch touch up and spring cleanup in the amount of \$2,500
- Work Order #343 repair sod area in the amount of \$1,800

B. Discuss Repairs to Chambers Road Landscaped Medians

Previously discussed.

C. Tree Care

Not discussed.

D. Other

None.

XI. Financial Items

A. Review and Approve Engagement Letter with CliftonLarsonAllen LLP for Municipal Advisory Services

Upon a motion duly made by Director Vickers seconded by Director List, and upon vote unanimously carried, the Board approved the Engagement Letter with CliftonLarsonAllen LLP for Municipal Advisory Services.

- B. Review and Approve December 31, 2017 Financial Statements and Cash Position Report Updated as of February 21, 2018

Ms. Soendker reviewed the Financial Statements with the board. Upon a motion duly made by Director Vickers seconded by Director List, and upon vote unanimously carried, the Board approved the December 31, 2017 Financial Statements and Cash Position Report Updated as of February 21, 2018.

- C. Discuss Capital Project Fund Budget and Future Priorities

Director Vickers noted Mr. Burrows has prepared information regarding capital project expenditures. He will provide this to Mr. Blodgett and Ms. Soendker.

- D. Status of Offset Agreement between CBCMD and Compark Properties LLC

Ms. Soendker will work on the Offset Agreement with Director Vickers.

- E. Status of 2017 Audit

Ms. Soendker reported this should be available for the May Board meeting.

- F. Approve 2018 Tap Fee Schedule

After discussion, Upon a motion duly made by Director Vickers seconded by Director List, and upon vote unanimously carried, the Board approved the 2018 tap fee schedule with the same fees as 2017. Director Vickers asked that Mr. Blodgett contact the Stonegate Village Metropolitan District and determine if they are going to increase any administrative fees that are passed on to the District with each SFE. This will be on the May meeting agenda to discuss.

## XII. Manager's Items

- A. Website Update

The Board asked Mr. Blodgett to draft information about Filing 7, 8 and 11 on the website. Mr. Blodgett will coordinate with Mr. Burrows and Director Vickers.

- B. Other

None.

## XIII. Attorney's Items

- A. Review and Approve Environmental Covenant with CDPHE Regarding RACS Site in Filing 7

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote

unanimously carried, the Board approved the Environmental Covenant with CDPHE regarding the RACS Site in Filing 7.

B. May 8, 2018 Directors Election Update

Mr. Kron reported self-nomination forms have been received from the Directors.

C. Legislative Update

Mr. Kron provided an update on current legislative activity that might affect the District in the future.

XIV. Director's Items

A. Development Update

1. Discuss Future Growth

Director Vickers reported the Red Bare project is still pending. He requested a meeting with the Stonegate Village Metropolitan District in mid-March to discuss the SFE tracking chart and coordinate other projects with them. Mr. Blodgett's office will coordinate.

B. Status of Public Improvements Reimbursement Agreement with Red Barre

Mr. Kron has drafted a reimbursement agreement which is being reviewed by Red Barre and the District.

XV. Other Items

A. Confirm Quorum for May 22, 2018 Regular Meeting

A quorum was confirmed.

XVI. Adjournment

Director Vickers adjourned the meeting at 1:25 p.m.

Respectfully submitted,

  
Secretary for the Meeting