

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
COMPARK BUSINESS CAMPUS METROPOLITAN DISTRICT
HELD
AUGUST 28, 2018**

A special meeting of the Board of Directors of the Compark Business Campus Metropolitan District was held on Tuesday, August 28, 2018 at 12:15 p.m. at 8390 E. Crescent Parkway, Suite 275, Greenwood Village, CO 80111.

Attendance

In attendance were Directors:

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

Also in attendance were:

Bob Blodgett, Anna Jones, Paige Cipperly and Janece Soendker;
CliftonLarsonAllen LLP
Ron Fano; Spencer Fane LLP
David Strauss; Strauss Building Services
Russ Burrows; Calibre Engineering (via phone)

Call to Order

President Vickers called the meeting to order at 12:15 p.m.

**Disclosures of
Potential Conflicts
Of Interest**

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

**Discuss Board
Vacancies**

The Board discussed the appointment of Peter Elzie to the vacant position at the May meeting. Spencer Fane will prepare the transfer of deed and oath of office for administration in the near future.

CONSENT AGENDA

IV. Administrative Items

- A. Review and Approve Minutes of the May 22, 2018 Regular Meeting (enclosed)
- B. Approve July Claims \$TBD (to be distributed)
- C. Ratify May and June Claims - \$95,568.31 (enclosed)
- D. Ratify June 30, 2018 Continuing Disclosure Statement (enclosed)

V. Engineering and Maintenance Items

VI. Attorney Items

VII. Manager's Items

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

Mr. Blodgett reported the current claims totaled \$44,803.32. 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 – Sarah Sjobakken, SVMD Manager

No report.

IX. Engineering/Construction Items – Russ Burrows

A. Filing 7 Detention Pond Construction Update

Mr. Burrows reported the detention pond is substantially completed in July 2018. He reported another \$3,700 work plus \$2,000-2,500 for water fee plus \$5,000 for a meter deposit is still due.

1. Discuss Irrigation Work Orders – David Strauss

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved Strauss for irrigation services to complete the necessary irrigation work not to exceed \$1,500.

B. Filing 8 Sanitary Sewer Line Extension Update

Director Vickers reported this work is still on hold pending a meeting with the Corps of Engineers and Town of Parker later this week.

C. Review Filing 11 Detention Pond Cost Allocations– estimated completion May 2018

Mr. Burrows reported this work was substantially completed July 2018.

1. Discuss Cost Allocations

Mr. Burrows reported approximately \$22,500 of additional work needs to be done by half of the project. This will be shared between Nick's Investments, the District and Compark Land Company. This work is required to be done so the Board of County Commissioners can close out the escrow.

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the \$22,500 subject to additional information be provided to Ms. Soendker. Mr. Burrows reported the contract increases from 715,008.32 to 730, 200.43.

The Board asked Mr. Fano to update the cost sharing agreement between Town of Parker, Compark Land Company, the District and Nick's Investments. This will be finalized at the November meeting

2. Discuss Irrigation Work Orders – David Strauss

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board authorized \$1,500 the necessary irrigation services to complete the project.

D. Update on SVMD Lift Station in CBCMD Usage

Mr. Burrows reported the per capital usage continues to be well below the standards utilized by Stonegate. Director Vickers asked how to get Stonegate to acknowledge the additional capacity as evidenced by the lift station usage report. Mr. Burrows stated that he is only getting this information approximately every six months from SVMD. He will contact Ms. Sjobakken to discuss further.

E. Discuss Charter Communications Filing 2 Parking Lot Erosion Issues

Mr. Blodgett distributed copies of the email letter from Karen Nilsson received prior to the meeting. He will send an invoice for approximately \$30,000 to Charter for the damages their parking lot has caused the District's detention ponds.

F. Status of RACS Covenant

Mr. Burrows reported that he has asked AG Wasson to obtain signature to close out this project.

G. Status of SFE Water Right Tracking Chart - Belford North MD Allocation

Deferred until Mr. Burrows and Director Vickers can be to review.

X. Landscape Maintenance/Construction Report

A. Maintenance Updates and Proposals

None.

B. Tree Care

No report.

C. Other

None.

XI. Financial Items

A. Review and Approve June 30, 2018 Financial Statements and Cash Position Report Updated as of August 7, 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 June 30, 2018 Financial Statements and Cash Position Report.

B. Discuss Capital Project Fund Budget and Future Priorities

Not discussed.

C. Status of Offset Agreement between CBCMD and Compark Properties LLC

Ms. Soendker reviewed the status of the Offset Agreement with Board.

D. Other

Ms. Soendker reported that Stonegate Village Metropolitan District has not been remitting the District's water and sewer \$15 month operations fee for 2018. Stonegate Village accountant's, Mr. Simmons, reported that fee was removed by the Board, thus our payments were stopped. Mr. Blodgett reported he will locate the 2009 resolution that imposes the fee. It is not a Stonegate fee. Mr. Blodgett will provide to Mr. Simmons and Ms. Soendker for review so the fee can be restored.

XII. Manager's Items

A. Website Update

No report.

B. 2019 Budget Schedule

1. August 25 – December 31, 2017 Assessed Valuation Received
2. October 15 – Draft 2019 Budget Distributed to the Board
3. November 27 – 2019 Budget Public Hearing and Approval
4. December 15 – Mill Levy Certification
5. Discuss Budget Guidelines

The Board accepted the 2019 budget schedule. Director Vickers reported he will schedule a meeting with Ms. Soendker and Mr. Blodgett to discuss the 2019 draft budget.

XIII. Attorney's Items

- A. Discussion and Consent to Potential Conflict of Interest of Spencer Fane regarding nearby Special Districts

Upon a motion duly made by Director Vickers seconded by Director List, and upon vote unanimously carried, the Board consented to Potential Conflict of Interest of Spencer Fane regarding nearby Special Districts.

- B. Discuss Water and Wastewater System Operation \$15 Monthly Fees – SVMMD Not Remitting to CBCMD in 2018

Mr. Blodgett will coordinate with Mr. Simmons and Ms. Soendker to reinstate.

XIV. Director's Items

- A. Development Update
1. Discuss Future Growth
- No report.

XV. Other Items

- A. Confirm Quorum for November 27, 2018 Regular Meeting

A quorum was confirmed. Upon a motion duly made by Director Vickers seconded by Director List, and upon vote unanimously carried, the Board called public hearing for November 27, 2018.

XVI. Adjournment

Director Vickers adjourned the meeting at 1:30 p.m.

Respectfully submitted,



A handwritten signature in blue ink, appearing to read "AL Blady", with a long horizontal flourish extending to the right.

Secretary for the Meeting