

ASPEN PARK METROPOLITAN DISTRICT

SPECIAL BOARD MEETING

AGENDA

Board of Directors:	Term Expires:
Sam Sours, President	May 2018
Dennis Shirilla, Vice President	May 2016
Vacant, Secretary/Treasurer	May 2016
Eli Martinez, Asst. Secretary/Treasurer	May 2016
Bill Bates, Asst. Secretary/Treasurer	May 2018

DATE: Tuesday, November 30, 2015

TIME: 12:00 p.m.

LOCATION: White Bear Ankele Tanaka & Waldron, PC
2154 E. Commons Avenue, Ste. 2000
Centennial, CO 80122

- I. Call to Order/Declaration of Quorum
- II. Director Qualifications/Disclosure Matters
- III. Discuss Board Vacancy
 - A. Consider Appointment of Nicole Davidson
 - B. Oath of Office
 - C. Election of Officers

CONSENT AGENDA (Section IV -X)

Consent Agenda - The items listed below are a group of items to be acted on with a single motion and vote by the Board to expedite the handling of certain matters. The Board has received the information on these matters prior to the meeting. An item may be removed from the consent agenda to the regular agenda, if desired, by any Board member. Items on the consent agenda are then voted on by a single motion, second, and vote by the Board.

- IV. Review/Approve Minutes of the August 18, 2015 Regular Meeting (enclosed)
- V. Engineering/ Construction Items
 - A. Ratify Approval of the IPS Underdrain Inspection Agreement - NTE \$3,500 (enclosed)
 - B. Accept 2015 Property Insurance Schedule (enclosed)

VI. Operations/Maintenance Items

- A. Accept August, September and October 2015 Water Usage Tracking Reports (enclosed)

VII. Financial Items

- A. Ratify Approval of August and September Claims Totaling \$61,358.60 (enclosed)
- B. Approve October Claims \$31,739.07 and Directors' Fees \$369.40 (enclosed)
- C. Approve 2015 Audit Agreement with Haynie and Company - \$4,100 (enclosed)
- D. Approve Agreement with CliftonLarsonAllen LLP for 2016 Accounting Services (to be distributed)

VIII. Manager's Items

- A. Consider Adoption of the 2016 Annual Administrative Matters Resolution (enclosed)
- B. Accept BCWA Information (enclosed)
- C. Approve 2016 Transparency Notice Pursuant to § 32-1-809, C.R.S. (enclosed)
- D. Other

IX. Attorney's Items

- A. Approved White Bear Ankele Tanaka & Waldron PC 2016 Engagement Letter (enclosed)

X. Directors Items

DISCUSSION AGENDA (Section XI -XIX)

XI. Aspen Park Station Updates – Phillips Edison

- A. New Ownership Discussion
- B. Leasing Status
- C. Other

XII. Engineering Items

- A. Discuss 2016 Capital Improvements Plan
- B. Water Rights - Due Diligence Filing - Martha Phillips Whitmore, LLC
- C. Water Rights Issues Update (enclosed)
- D. Discuss 2016 Eligibility List for the Drinking Water Projects – Michael Katalinich (enclosed)
- E. Authorize Revised Site Application to Change Permit Flows (Paper Plant Expansion) - \$15,000 Estimate

XIII. Operations/Maintenance Update – Bob Clodfelter/Mark Cleaveland

- A. Discuss September 2015 Discharge Monitoring Report (enclosed)

XIV. Financial Items

- A. Accept September 30, 2015 Financial Statements and November 2015 Cash Position Report (enclosed)
- B. PIF Collection Update
- C. Sales Tax Collection Update

XV. Attorney Items

- A. Discuss and Approve Landscape Maintenance Easement Agreement with Aspen Park Station (enclosed)
- B. Consider Adoption of Resolution Calling a Directors Election for May 3, 2016 (enclosed)
- C. Discuss and Approve 2016 Service Contracts (enclosed)
- D. Other

XVI. Manager's Items

- A. Conduct Public Hearing to Consider Amending the 2015 Budget; Consider Adoption of Resolution to Amend 2015 Budget (enclosed)

B. Conduct Public Hearing to Consider Adoption of 2016 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Approval of Resolution to Adopt 2016 Budget (enclosed)

1. Discuss Water and Sewer Rates (enclosed)

C. Website Update

XVII. Director's Items

A. Confirm Quorum for February 16, 2016 Meeting

XVIII. Other Business

XIX. Adjournment

The Next Regular Board Meeting is Tuesday, February 16, 2016 at 12:00 p.m. at White Bear Ankele Tanaka & Waldron, PC, 2154 East Commons Avenue, Suite 2000, Centennial, CO