

ASPEN PARK METROPOLITAN DISTRICT

SPECIAL BOARD MEETING

AGENDA

Board of Directors:	Term Expires:
Sam Sours, President	May 2014
Dennis Shirilla, Vice President	May 2016
Christie Montague, Secretary/Treasurer	May 2016
Eli Martinez, Asst. Secretary/Treasurer	May 2014
Bill Bates, Asst. Secretary/Treasurer	May 2014

DATE: Tuesday, November 19, 2013

TIME: 12:00 p.m.

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

- I. Call to Order/Declaration of Quorum
- II. Director Qualifications/Disclosure Matters

CONSENT AGENDA (Section III – VIII)

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.

- III. Review/Approve Minutes of the September 17, 2013 Special Meeting **PAGE 5**
- IV. Engineering/Construction Items
 - A. Approve Work Order No. 1 for Meyers Pond Storage Analysis - \$4,000 **PAGE 10**
 - B. Approve Work Order No. 2 for District Boundary and Easement Mapping. - \$2,650 **PAGE 12**
 - C. Accept Martin and Wood October 7, 2013 Letter Regarding Water Accounting Reports **PAGE 14**
 - D. Accept BCWA Information **PAGE 21**
- V. Operations/Maintenance Items

- A. Accept October and September Water Usage Tracking Reports **PAGE 42**
 - B. Accept October 2013 Exfiltration Gallery Monitoring Report
 - C. Other
- VI. Financial Items
- A. Accept September 30, 2013 Financial Statements and November 14, 2013 Cash Position Report **PAGE 50**
 - B. Ratify Approval of August and September Claims Totaling \$133,037.64 **PAGE 63**
 - C. Approve October Claims \$25,928.94 and Director Fees \$461.75 **PAGE 65**
 - D. Approve 2013 Audit Agreement with Haynie and Co. - \$4,100 **PAGE 72**
 - E. Approve Agreement with CliftonLarsonAllen LLP for 2014 Accounting Services **PAGE 78**
 - F. Ratify Resolution Approving a Sales Tax Rate Increase from .25% to .50% Effective January 1, 2014 **PAGE 85**
- VII. Manager's Items
- A. Accept Referrals
 - B. Approve Resolution Calling May 6, 2014 Director Election **PAGE 87**
 - C. Approve Transparency Notice Pursuant to § 32-1-809, C.R.S.
 - D. Approve District Public Disclosure Pursuant to § 32-1-104.8, C.R.S.
- VIII. Attorney's Items
- A. Approve Renewal of Service Contracts **PAGE 89**
 - B. Ratify 2014 Agreement with Snow Pros, Inc. for Landscape/Snow Removal **PAGE 90**
 - C. Approve Updated Public Records Policy **PAGE 111**
 - D. Approve Updated White, Bear & Ankele PC Engagement Letter **PAGE 117**
 - E. Other

DISCUSSION AGENDA (Section IX -XVII)

- IX. NewQuest Epic Updates – Jason Maddox **PAGE 120**
 - A. Leasing Status
 - B. Other Items
- X. Engineering Items
 - A. Status of Well Testing Proposal – Phil Martin
 - B. Status of Review of Meyers Pond – Will Raatz **PAGE 121**
 - C. Review Updated Easement and Boundary Maps – Will Raatz **PAGE 124**
 - D. Water Rights Documentation– Marti Whitmore **PAGE 128**
 - E. Ratify Engineer Certificate Regarding Completion of API Regional Improvements **PAGE 132**
 - F. Discuss Usage of Meyers Water in District System
- XI. Operations/Maintenance Update – Bob Clodfelter/Mark Cleaveland
 - A. Operations Report
 - B. Fire Pump Repairs **PAGE 139**
- XII. Financial Items
 - A. Consider Approval of Write-off of Raven’s Tavern Outstanding AR
 - B. PIF Update **PAGE 143**
- XIII. Attorney Items
 - A. Update on Acquisition of Water Rights **PAGE 144**
 - 1. Accept Special Warranty Deed for Water Rights **PAGE 145**
 - 2. Approve Agreement to Convey Easements for Water Rights **PAGE 148**
- XIV. Manager’s Items
 - A. Approve 2014 Annual Administrative Resolution **PAGE 151**

- B. Conduct Public Hearing to Consider Amending the 2013 Budget; Consider Adoption of Resolution to Amend 2013 Budget **PAGE 156**
 - C. Conduct Public Hearing to Consider Adoption of 2014 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Adoption of Resolution to Adopt 2014 Budget, Appropriate Expenditures and Certify Mill Levies **PAGE 158**
 - 1. Discuss Water and Sewer Rates
 - D. Discuss Landscape Conversion – Approve Architect to Prepare Plan **PAGE 178**
 - E. Website Update
 - F. Other
- XV. Director’s Items
- A. Confirm Quorum for February 18, 2014 Meeting
- XVI. Other Business
- XVII. Adjournment

The Next Regular Board Meeting is Tuesday, February 18, 2014 at 12:00 p.m. at White, Bear & Ankele, PC, 2154 East Commons Avenue, Suite 2000, Centennial, CO