

ASPEN PARK METROPOLITAN DISTRICT

REGULAR BOARD MEETING

AGENDA

Board of Directors:	Term Expires:
Sam Sours, President	May 2018
Dennis Shirilla, Vice President	May 2020
Nicole Davidson, Secretary/Treasurer	May 2020
Eli Martinez, Asst. Secretary/Treasurer	May 2018
Bill Bates, Asst. Secretary/Treasurer	May 2018

DATE: Tuesday, November 15, 2016

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 Potential Future Board Candidates – Director Sours

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 16, 2016 Regular Meeting (enclosed)
- V. Engineering/ Construction Items
- VI. Operations/Maintenance Items
 - A. Other
- VII. Financial Items
 - A. Ratify Approval of Prior Claims Totaling \$119,767.74 (enclosed)
 - B. Ratify Approval of Directors' Fees

- C. Approve 2016 Audit Agreement with Haynie and Company - \$4.300 (enclosed)

VIII. Manager's Items

- A. Consider Adoption of the 2017 Annual Administrative Matters Resolution (enclosed)
- B. Accept BCWA Information (enclosed)
- C. Other
 - 1. Colorado Rural Water Association's Source Water Protection Program (enclosed)
 - 2. December 2, 2016 Water Conservation Summit (enclosed)
 - 3. Water Quality Improvement Fund Grants (enclosed)

IX. Attorney's Items

- A. Ratify Approval of First Amendment to Martinson Services Snow Removal Contract for 2016 – 2017 (enclosed)
- B. Approve First Amendment to Independent Contractor Agreement with JVA, Inc. for Engineering Services (enclosed)
- C. Accept Jefferson County Approved Service Plan Amendment (enclosed)
- D. Ratify Agreement with CM Landscaping & Maintenance for Landscape Improvements - \$24,350 (enclosed)
- E. Ratify Jefferson County Development Permit Approval for Landscaping Modifications (enclosed)

X. Director's Items

DISCUSSION AGENDA (Section XI -XIX)

XI. Aspen Park Station Updates – Director Davidson

- A. Leasing Status
- B. Other

XII. Engineering Items

- A. Water Rights Issues Update (enclosed)
 - 1. Review Letter to Tenants Regarding Water Usage (enclosed)

2. Discuss Revised Water Rights Tracking Report (enclosed)
 - B. Review 2017 Capital Improvements Report – Michael Katalinich (enclosed)
 - C. Update on Underdrain Inspections – Michael Katalinich (enclosed)
 - D. Update on JVA Year to Date Billings (enclosed)
 - E. Other (enclosed)
- XIII. Operations/Maintenance Update – Bob Clodfelter/Mark Cleaveland
- A. Status of Separate Water Meter for Irrigation Usage in Each Decree
 - B. Discuss October Water Accounting Results
 - C. Update on Wastewater Influent Issues
 - D. Status of Plumbing Audit of District Tenants – Director Davidson (enclosed)
 - E. Discuss Replacement of Water Meters with Smart Meters
- XIV. Attorney Items
- A. Status of Work Following Landmark v. Marin Metropolitan District Decision (enclosed)
 - B. Review and Consider Approval of Resolution Approving a Schedule of Fees and Charges for 2017 (enclosed)
 - C. Discuss and Approve 2017 Service Contracts (enclosed)
 - D. Discuss Cancun and Raven’s Tavern Delinquent Utility Billing Accounts (enclosed)
- XV. Manager’s Items
- A. Conduct Public Hearing to Consider Amending the 2016 Budget; Consider Adoption of Resolution to Amend 2016 Budget (enclosed)
 - B. Conduct Public Hearing to Consider Adoption of 2017 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Approval of Resolution to Adopt 2017 Budget (enclosed)
 - C. Review and Discuss Insurance Limits (enclosed)
 - D. Website Update

XVI. Financial Items

- A. Accept September 30, 2016 Financial Statements and November 15, 2016 Cash Position Report (enclosed)
- B. PIF Collection Report
- C. Sales Tax Collection Update
- D. Other

XVII. Director's Items

- A. Status of Landscaping Construction Upgrades – Directors Davidson and Martinez
- B. Discuss 2017 Regular Meeting Schedule Presently at 12:00 p.m. on the 3rd Tuesday of February, May, August and November at White Bear Ankele Tanaka & Waldron
- C. Confirm Quorum for February 21, 2017 Regular Meeting

XVIII. Other Business

XIX. Adjournment

The Next Regular Board Meeting is Tuesday, February 21, 2017 at 12:00 p.m. at White Bear Ankele Tanaka & Waldron, PC, 2154 East Commons Avenue, Suite 2000, Centennial, CO