

ASPEN PARK METROPOLITAN DISTRICT

SPECIAL 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
Fred Banfield, Asst. Secretary/Treasurer	May 2018

DATE: Tuesday, November 14, 2017

TIME: 12:00 p.m.

LOCATION: White Bear Ankele Tanaka & Waldron, PC
2154 E. Commons Avenue, Ste. 2000
Centennial, CO 80122
Call in Number: 1-866-228-5329 Code 8756211

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

CONSENT AGENDA (Section IV –IX)

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 August 15, 2017 Regular Meeting (enclosed)
- IV. Engineering/ Construction Items
 - A. Ratify Approval of 2017 WWTP Permit Renewal (enclosed)
 - B. Ratify Approval of Agreement with American Restoration for Painting/Staining of the Water and Wastewater Building and Two Tanks - \$29,785 (enclosed)
 1. Add Painting/Staining for Three Well Buildings - \$TBD
- V. Operations/Maintenance Items
 - A. Ratify Installation of Smart Meters by Treatment Technology \$TBD

- B. Ratify Approval of Mountain Peak Controls Invoice for Exfiltration Low Velocity Mag Meter - \$2,427 (enclosed)
- VI. Financial Items
- A. Ratify Approval of Prior Claims Totaling \$76,970.23 (enclosed)
 - B. Approve Current Claims Totaling \$TBD and Directors' Fees
 - C. Approve 2017 Audit Agreement with Haynie and Company - \$4,500 (enclosed)
- VII. Manager's Items
- A. Consider Adoption of the 2018 Annual Administrative Matters Resolution (enclosed)
 - B. Accept BCWA Information (enclosed)
 - C. Accept August 18, 2017 Letter to Mark Bossman Regarding Potential Services (enclosed)
 - D. Accept Water Rights Letter from Mountain Mutual (enclosed)
- VIII. Attorney's Items
- A. Consider Second Amendment to Independent Contractor Agreement for Snow Removal Services (enclosed)
- IX. Director's Items

DISCUSSION AGENDA (Section X -XVIII)

- X. Aspen Park Station Updates – Director Davidson
- A. Leasing Status
 - B. Status of Potential Brewery
- XI. Engineering Items
- A. Review CIP Updates (enclosed)
 - B. Status of Commercial Pretreatment Rules and Regulations
 - 1. Discuss Use of Sampler
 - 2. Rules and Regulations Update
 - C. Other

XII. Operations/Maintenance Update – Bob Clodfelter/Jeff Sucher

- A. Discuss October Water Accounting Results
- B. Status of Video Cameras for Water and Wastewater Buildings (enclosed)
- C. Discuss New Ammonia Violation (enclosed – August 31st Letter to Tenants)

XIII. Attorney Items

- A. Discuss and Approve 2018 Service Contracts (to be distributed)
- B. Consider Adoption of Resolution Calling an Election for May 8, 2018 (enclosed)
- C. Approve Amended and Restated Public Records Request Policy (enclosed)
- D. Discuss Insurance Limits
- E. Other

XIV. Manager's Items

- A. Conduct Public Hearing to Consider Amending the 2017 Budget; Consider Adoption of Resolution to Amend 2017 Budget (enclosed)
- B. Conduct Public Hearing to Consider Adoption of 2018 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Approval of Resolution to Adopt 2018 Budget (enclosed)
 - 1. Discuss Utility Rates and Charges Effective March 1, 2018 (enclosed)
- C. Consider Approval of Utility Billing Write-Offs for Mountain Valley Cleaners in the Amount of \$909.74 and Village Patisserie in the Amount of \$1,374.78 (enclosed)
- D. Website Update (enclosed)
- E. Other

XV. Financial Items

- A. Review September 30, 2017 Financial Statements and November 2017 Cash Position Report (enclosed)
- B. PIF Collection Report
- C. Sales Tax Update

D. Other

XVI. Director's Items

A. Confirm Quorum for February 20, 2018 Regular Meeting

XVII. Other Business

XVIII. Adjournment

The Next Regular Board Meeting is Tuesday, February 20, 2018 at 12:00 p.m. at White Bear Ankele Tanaka & Waldron, PC, 2154 East Commons Avenue, Suite 2000, Centennial, CO