

# **ASPEN PARK METROPOLITAN DISTRICT**

## **REGULAR BOARD MEETING**

### **AGENDA**

<b>Board of Directors:</b>	<b>Term Expires:</b>
Sam Sours, President	May 2022
Dennis Shirilla, Vice President	May 2020
Nicole Davidson, Secretary/Treasurer	May 2020
Eli Martinez, Asst. Secretary/Treasurer	May 2022
Fred Banfield, Asst. Secretary/Treasurer	May 2022

**DATE:** Tuesday, August 21, 2018

**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 III –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 May 15, 2018 Regular Meeting (enclosed)
- IV. Engineering/ Construction Items
  - A. Accept Notice of Award Regarding Blow-Off Valve Installation with SWI in Amount of \$8,750 (enclosed)
  - B. Accept 2019 Drinking Water Eligibility Survey (enclosed)
  - C. Accept 2019 WPCRF Eligibility Survey (enclosed)
- V. Operations/Maintenance Items (enclosed)
  - A. Accept July 2018 Water Rights Usage Accounting Reports (to be distributed)

VI. Financial Items

- A. Ratify Approval of Prior Claims Totaling \$176,591.33 (enclosed)
- B. Ratify 2017 Audit (enclosed)

VII. Manager's Items

- A. Accept BCWA Information (enclosed)
- B. Ratify Will Serve Letter for Lot 5 and 6 (enclosed)
- C. Information Items

VIII. Attorney's Items

IX. Director's Items

**DISCUSSION AGENDA (Section X -XVIII)**

X. Aspen Park Station Updates – Director Davidson

- A. Leasing Status (enclosed)
- B. Other

XI. Engineering Items

- A. Review 2018 CIP Updates (enclosed)
  - 1. Status of Painting Tanks and Wells (enclosed) (W8 - \$33,000 in CIP, actual contract amount \$26,941.80)
  - 2. W11 - Water Treatment Building PLC Equipment Replacement (\$13,628, planned for 2019, spare parts obtained)
  - 3. WW21 – Wastewater Treatment Building PLC Equipment Replacement (\$13,831, Treatment Tech to confirm completion and cost)
- B. Discuss Memorandum to Bear Creek Watershed Association Regarding TMDL Questions and Concerns (enclosed)
- C. Pre-Treatment Regulations Implementation (enclosed)
- D. Update on Sampling Efforts
  - 1. Discuss Use of Sampler and Sampling Plan
  - 2. Discuss Status of Meeting with Tenants Regarding Nutrient Violations (enclosed)
- E. Status of Eagle Cliff Road and Highway 285 Development (enclosed)

- F. Discuss Tap Fee Schedule (enclosed)
  - G. Water Meter Calibration
- XII. Operations/Maintenance Update – Bob Clodfelter/Jeff Sucher
- A. Discuss June Water Rights Accounting Results (to be distributed)
  - B. Other
- XIII. Attorney Items
- A. Executive Session pursuant to §24-6-402(4)(b), C.R.S., conferences with an attorney for the District for the purposes of receiving legal advice on specific legal questions related to the acquisition of additional water rights
  - B. Discuss 2018 Service Contracts (enclosed)
    - 1. Discuss Reimbursement Process with Aspen Park Station
  - C. Review and Consider Approval of Engagement Letter with Martha Whitmore at Hockersmith & Whitmore, LLC (enclosed)
  - D. Discuss iPad Acknowledgement Receipt for Equipment
- XIV. Manager's Items
- A. 2019 Budget Process
    - 1. August 25 Preliminary AV Received
    - 2. October 15- Draft Budget Filed
    - 3. November 19, 2018 Board Meeting – Public Hearing to Review and Approve 2019 Budget
    - 4. December 15, 2018 – Mill Levy Certified
  - B. SDA Annual Conference, September 12-14 in Keystone
  - C. Website Update
  - D. Other
- XV. Financial Items
- A. Review June 30, 2018 Financial Statements and August 2018 Cash Position Report (enclosed)
  - B. PIF Collection Report

C. Sales Tax Collection Update

D. Other

XVI. Director's Items

A. Status of New Signage for the Center – Directors Davidson and Martinez

B. Other

XVII. Other Business

A. Confirm Quorum for November 19, 2018 Regular Meeting – Public Hearing to Approve 2019 Budget

XVIII. Adjournment

**The Next Regular Board Meeting is Tuesday, November 19, 2018 at 12:00 p.m. at White Bear Ankele Tanaka & Waldron, PC, 2154 East Commons Avenue, Suite 2000, Centennial, CO**