

# **ASPEN PARK METROPOLITAN DISTRICT**

## **SPECIAL 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:** Thursday, November 15, 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
- III. Public Comment - Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per person.

### **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. 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 21, 2018 Regular Meeting (enclosed)
- IV. Engineering/ Construction Items
- V. Operations/Maintenance Items
  - A. Accept October 2018 Water Rights Usage Accounting Reports (to be distributed)
- VI. Financial Items
  - A. Ratify Approval of Prior Claims Totaling \$TBD (to be distributed)

- B. Approve Current Claims Totaling \$TBD and Directors' Fees (to be distributed)
  - C. Approve 2018 Audit Agreement with Haynie and Company - \$TBD (to be distributed)
  - D. Ratify Amended and Restated Resolution of the Board Approving a Schedule of Fees for the District's Rules and Regulations (enclosed)
- VII. Manager's Items
- A. Consider Adoption of the 2019 Annual Administrative Matters Resolution (enclosed)
  - B. Accept BCWA Information (enclosed)
  - C. Information Items
- VIII. Attorney's Items
- A. Ratify Blow-Off Valve Contractor Agreement with SWI in the amount of \$10,400.00 (enclosed)
  - B. Consider Approval of Third Amendment to Independent Contractor Agreement with Martinson Snow Removal, Inc. for Snow Removal Services (enclosed)
  - C. Consider Approval of Reimbursement Agreement with Aspen Park Station Regarding Snow Removal and Landscape Maintenance (enclosed)
  - D. Consider Approval of Resolution Adopting a Personal Data Privacy Policy (enclosed)
- IX. Director's Items
- A. Other

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

- X. Aspen Park Station Updates – Director Davidson
- A. Leasing Status
  - B. Other
- XI. Engineering Items
- A. Status of 2018 CIP Projects (enclosed)
  - B. Discuss 2019 Projects

- C. Pre-Treatment Regulation Implementation Status (enclosed)
  - D. Update on Sampling Efforts (to be distributed)
  - E. Alternative Cleaning Products Mailers (enclosed)
  - F. Proposed amendment to Sewer Charges in Rules and Regs – modify 8.1.6(1)(ii) to read as follows: Service charges are based on wastewater having an average Biological Oxygen Demand (BOD) and Total Suspended Solids (TSS) loading which do not exceed five hundred (500) milligrams per liter, and Total Kjeldahl Nitrogen (TKN) less than 50 milligrams per liter (enclosed)
- XII. Operations/Maintenance Update – Bob Clodfelter/Jeff Sucher
- A. Discuss October Water Accounting Results
  - B. Other
- XIII. Attorney Items
- A. Discuss and Approve 2019 Service Contracts (enclosed)
  - B. Will Serve Letter Regarding Eagle Cliff Property (enclosed)
  - C. Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services (enclosed)
  - D. Other
- XIV. Manager's Items
- A. Conduct Public Hearing to Consider Amending the 2018 Budget; Consider Adoption of Resolution to Amend 2018 Budget (enclosed)
  - B. Conduct Public Hearing to Consider Adoption of 2019 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Approval of Resolution to Adopt 2019 Budget (enclosed)
  - C. Consider Increase of Water Rates Effective January 1, 2019 (enclosed)
  - D. Website Update
  - E. Discuss 2019 Insurance Policy (to be distributed)
    - 1. Property coverage
    - 2. Excess Liability Limits
  - F. Other

XV. Financial Items

- A. Review September 30, 2018 Financial Statements and November 2018 Cash Position Report (to be distributed)
- B. PIF Collection Report
- C. Sales Tax Update
- D. Other

XVI. Director's Items

- A. Discuss Status of Proposal for Repairs of District Landscaping and Streets – Directors Davidson and Martinez
- B. Confirm Quorum for February 19, 2019 at White Bear Ankele Tanaka & Waldron PC at 2154 E. Commons Ave, Suite 2000, Centennial CO 80122 at 12:00 p.m.

XVII. Other Business

XVIII. Adjournment

**The Next Regular Board Meeting is Tuesday, February 19, 2019 at 12:00 p.m. at White Bear Ankele Tanaka & Waldron, PC, 2154 East Commons Avenue, Suite 2000, Centennial, CO**