

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CONCORD METROPOLITAN DISTRICT HELD FEBRUARY 7, 2012

A regular meeting of the Board of Directors of the Concord Metropolitan District was held on February 7, 2012, at 12:00 p.m. at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111. The meeting was open to the public.

Attendance

In attendance were Directors:

Dan Bess; Chairman and President
Brian Mott, Secretary/Treasurer
Hank J. Vanderryst; Assistant Secretary
Jeff Dean; Assistant Secretary

Also in attendance were:

Bob Blodgett, Denise Denslow and Jason Carroll;
CliftonLarsonAllen LLP
Russell Dykstra; Grimshaw & Harring, P.C.

I. Call to Order

Director Bess called the meeting to order at 12:05 p.m. and the absence of Director Moyski was excused.

II. Disclosure of Potential Conflicts Of Interest

Written conflict of interest disclosure statements were filed with the Secretary of State on behalf of the District 72 hours prior to this meeting.

III. Review and Approve Minutes of the November 14, 2011 Special Board Meeting

Upon a motion duly made by Director Bess, seconded by Director Dean, and upon a vote, unanimously carried, the Board approved the November 14, 2011 Special Board Minutes as submitted.

IV. Financial Items

A. Review and Accept December 31, 2011 Financial Statements and February 1, 2012 Cash Position – Jason Carroll

Mr. Carroll reviewed the December 31, 2011 unaudited Financial Statements and Cash Position Report with the Board. He noted the 2011 audit work will begin in April 2012.

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Upon a motion duly made by Director Mott, seconded by Director Dean, and upon a vote, unanimously carried, the Board approved the December 31, 2011 Financial Statements and February 1, 2012 Cash Position Report as presented.

- B. Review and Ratify November 2011 Voided Check No. 1515 Totaling \$26.32 and Review and Approve December 2011 and January 2012 Claims Represented by Checks No. 1516 Through 1522 Totaling \$10,320.90 and Director Checks Represented by Check No. 1523 Through 1527 Totaling \$500

Upon a motion duly made by Director Bess, seconded by Director Mott, and upon a vote, unanimously carried, the Board ratified November 2011 voided check no. 1515 totaling \$26.32 and approved December 2011 and January 2012 claims represented by checks no. 1516 through 1522 totaling \$10,320.90 and Director checks represented by check no. 1523 through 1526 totaling \$400. Director Moyski's check was voided since he was absent from the meeting.

V. Manager Items

- A. Directors' Election Update

Mr. Blodgett updated the Board on the deadlines for receipt of self nomination forms for the May 8th Board of Directors' election.

- B. Review and Consider Approval of 2012 Landscape Maintenance Contract with Designscapes, Inc. - \$1,645.00

Upon a motion duly made by Director Vanderryst, seconded by Director Mott, and upon a vote, unanimously carried, the Board approved the 2012 landscape maintenance contract with Designscapes, Inc. in the amount of \$1,645.00.

VI. Attorney Items

- A. Review and Consider Approval of Agreement with Intergroup Architects For On-Call Services - \$195 per hour

Mr. Dykstra recommended the Board write in the hourly rate of \$195 per hour on the agreement next to the charges for services. The Board concurred.

Upon a motion duly made by Director Dean, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved the agreement with Intergroup Architects for on-call services at \$195 per hour.

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B. Ratify Indemnification Resolution

Mr. Dykstra reported the Indemnification Resolution was approved by the Board on January 4, 2000. It was never executed. He recommended the Board sign the resolution. The Board concurred.

VII. Director's Items

A. Architectural Control Committee Report and Procedures

Mr. Dykstra reviewed the recommended process for future approval of Architectural Control Committee (ACC) work. One Director will coordinate this through emails and letters with other Directors. Once concurrence is approved, one Director will communicate with the applicant the approval or disapproval of their application. The Board concurred.

Upon a motion duly made by Director Mott, seconded by Director Dean, and upon a vote unanimously carried, the Board ratified approval of an ACC application for a project at 8670 Concord Center Drive.

B. Confirm Next Regular Board Meeting: Tuesday, May 1, 2012 at 12:00 p.m. at CliftonLarsonAllen LLP located at 8390 E. Crescent Parkway, Greenwood Village, CO 80111

The Board confirmed the May 1, 2012 Board meeting.

C. Other

Mr. Blodgett noted the District has printed a new District boundary map on the August 2011 aerials just received. Director Mott requested a one copy for his and Director Dean's office. Director Vanderryst also requested a copy.

VIII. Adjournment

With there being no further business before the Board, and upon a motion duly made by Director Bess, seconded by Director Mott, and upon a vote, unanimously carried, the Board adjourned the meeting at 12:40 p.m.

Respectfully submitted,


Secretary for the Meeting