

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CONCORD METROPOLITAN DISTRICT
HELD NOVEMBER 4, 2014**

A regular meeting of the Board of Directors of the Concord Metropolitan District was held on November 4, 2014, 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
Jeff Dean; Assistant Secretary
Brian Mott; Secretary/Treasurer

Also in attendance were:

Bob Blodgett and Natasha Zeldin; CliftonLarsonAllen LLP
Russ Dykstra; Spencer Fane Britt & Browne LLP

Call to Order Director Bess called the meeting to order at 12:05 p.m.

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. The Board excused the absence of Director Vanderryst.

Minutes A. Review and Approve Minutes of the August 5, 2014 Regular Board Meeting

Upon a motion duly made by Director Bess, seconded by Director Dean, and upon vote, unanimously carried, the Board approved the August 5, 2014 regular Board meeting minutes as submitted.

Discuss
Board
Vacancy No report.

Financial
Items A. Review and Accept September 30, 2014 Financial Statements and Cash Position Report

Ms. Zeldin recommended that the September 30, 2014 statements be reviewed with the 2015 Budget since they were included there also. The Board concurred.

RECORD OF PROCEEDINGS

Ms. Zeldin reviewed the October Cash Position Report with the Board.

Upon a motion duly made by Director Mott, seconded by Director Bess, and upon a vote, unanimously carried, the Board accepted the September 30, 2014 Financial Statements and Cash Position Report.

- B. Ratify Approval of September 2014 Claims Totaling \$13,225.01 Represented by Check Numbers 1711 Through 1716

Upon a motion duly made by Director Mott, seconded by Director Bess, and upon a vote, unanimously carried, the Board approved to ratify the September 2014 claims totaling \$13,225.01 represented by check numbers 1711 through 1716.

- C. Review and Consider Approval of Current Claims Totaling \$9,960.89 and Directors' Fees Totaling \$277.05

Mr. Blodgett explained the current claims now total \$9,960.80. There is a \$7,000 refund to ViaWest for an inadvertent over billing of their SDF payment.

Upon a motion duly made by Director Mott, seconded by Director Bess, and upon a vote, unanimously carried, the Board approved the current claims totaling \$9,960.80 and Directors' fees totaling \$277.05.

- D. Status of Mortenson and Team Technologies Invoices

Mr. Blodgett reported Mortenson/ViaWest has paid their SDF and review fees. Ms. Zeldin has billed Team Technology/One Neck Solutions for their Architectural Review Committee cost. Mr. VanZee will contact the owner to pay this bill. Ms. Zeldin has billed One Neck Solutions for their \$14,000 SDF fee due to their 1 inch tap, per the District's schedule.

- E. Review and Consider Approval of Engagement Letter with CliftonLarsonAllen LLP for 2015 Accounting Services

Upon a motion duly made by Director Mott, seconded by Director Bess, and upon a vote, unanimously carried, the Board approved the engagement letter with CliftonLarsonAllen LLP for 2015 accounting services.

- F. Review and Consider Approval of Engagement Letter with Simmons & Wheeler for the 2014 Audit - \$4,000

RECORD OF PROCEEDINGS

Upon a motion duly made by Director Bess, seconded by Director Mott, and upon a vote, unanimously carried, the Board approved the engagement letter with Simmons & Wheeler for the 2014 Audit totaling \$4,000.

Manager
Items

A. Website Update

Mr. Blodgett reported the website is currently up-to-date other than the district map which will be updated from 2012 to 2013 today.

B. Landscape Maintenance Update

1. Review and Approve Agreement with DesignScapes for 2015 Landscape Maintenance Services - \$1,680

Upon a motion duly made by Director Bess, seconded by Director Dean, and upon a vote, unanimously carried, the Board approved the 2015 agreement with DesignScapes for landscape maintenance in the amount of \$1,680 subject to the addition of the illegal alien addendum to the contract and provision of that to Designscapes for signature also.

C. Conduct Public Hearing to Consider Adoption of 2015 Budget, Appropriate Expenditures and Set Mill Levy; Consider Adoption of Resolution No. 2014-11-01 to Adopt the 2015 Budget, Appropriate Expenditures and Set Mill Levy

Upon a motion duly made by Director Bess, seconded by Director Dean, and upon a vote, unanimously carried, the Board opened the public hearing at 12:25 p.m.

There were no public comments.

Upon a motion duly made by Director Bess, seconded by Director Dean, and upon a vote, unanimously carried, the Board opened the public hearing at 12:26 p.m.

Mr. Blodgett and Ms. Zeldin reviewed the 2015 Budget with the Board. The Assessed Value has increased by approximately \$3,000,000 from 2013 to 2014. This allows for reduction of the mill levy from 23 mills to 20.5 mills for 2015.

The Board decided there would be no architectural and landscaping review expenses in 2015. The Board also decided that the \$295,000 reimbursement agreement would not be expended in 2014. These expenditures will be moved to the 2015 Capital Budget.

RECORD OF PROCEEDINGS

Upon a motion duly made by Director Mott, seconded by Director Dean, and upon a vote, unanimously carried, the Board approved the 2015 Budget, appropriating expenditures and established a mill levy of 20.5 mills for collection in 2015.

1. Discuss Mill Levy Options

Previously discussed.

2. Other

The Board asked Mr. Blodgett to obtain a current cost for a traffic signal at the intersection of Concord Center Drive and Compark Blvd. The Board noted that a traffic signal may also be required in the future at the intersection of Compark Blvd. and the road between ViaWest and One Neck Solutions' new buildings. The District is obligated to pay one half of these future traffic signals. The property owner on the south side of Compark Blvd. will pay for the other half of the signals.

The Board also asked that the boundaries of the regional stormwater improvement agreement with SEMSWA be obtained. The Board asked if this should be a budget footnote regarding its future expiration date.

D. Review and Approve 2015 Annual Administrative Matters Resolution No. 2014-11-02

Upon a motion duly made by Director Bess, seconded by Director Mott, and upon a vote, unanimously carried, the Board approved the 2015 Annual Administrative Matters Resolution No. 2014-11-02.

E. Referrals

Mr. Blodgett reviewed two referrals received for two future metropolitan districts. The Board determined there was no impact on the District. No action was taken.

Attorney Items

A. Status of Public Improvements Reimbursement Agreement Between the District and IBC Holdings, ViaWest and TTS – NTE \$295,000

Mr. Dykstra recommended this agreement be deferred to the February meeting. He will review it along with the CLA

RECORD OF PROCEEDINGS

Management and Accounting staff prior to the February Board meeting.

- B. Status of Agreement with Tamarac Consulting for 3rd Party Verification of Public Improvements Construction – NTE \$TBD

Mr. Dykstra recommended this agreement also be deferred to the February Board meeting. It is not needed until the Public Improvement Reimbursement agreement is approved.

- C. Other

None.

Director
Items

- A. Development Activity Update

Director Mott reported IBC Holdings has approval for site plans on Buildings 4, 5 and 6 west of their existing three buildings. These will be built when market activity warrants.

- B. Confirm Next Regular Board Meeting, Tuesday, February 3, 2015 at 12:00 p.m. at CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111

The Board confirmed a quorum for the February 2, 2015 regular Board meeting.

Director Mott reported he will be absent for the February and May 2015 meetings.

Adjournment

With there being no further business before the Board, and upon a motion duly made by Director Bess, seconded by Director Dean, and upon a vote, unanimously carried, the meeting adjourned at 1:15 p.m.

Respectfully submitted,


Secretary for the Meeting