

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
CONCORD METROPOLITAN DISTRICT
HELD NOVEMBER 18, 2016

A special meeting of the Board of Directors of the Concord Metropolitan District was held on November 18, 2016, at 2:00 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 Vanderryst; Assistant Secretary

Also in attendance were:

Bob Blodgett, Jason Carroll; CliftonLarsonAllen LLP
Russ Dykstra; Spencer Fane LLP

Call to Order

Director Bess called the meeting to order at 2:15 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.

Minutes

A. Review and Approve Minutes of the August 2, 2016 Regular Board Meeting

Upon a motion duly made by Director Mott, seconded by Director Bess, and upon vote, unanimously carried, the Board approved the August 2, 2016 Regular Board meeting minutes as submitted.

Discuss
Board
Vacancies

The Board discussed the possibility of approving Mr. Mike Evans, Play Time or Mr. Brian Heinze, IBC Construction Manager, Director Bess will contact Mr. Evans. Director Mott will contact Mr. Heinze.

Financial

A. Review and Accept September 30, 2016 Financial Statements and Cash Position Report

Mr. Carroll reviewed the September 30, 2016 Financial Statements with the Board. After discussion, upon a motion duly made by Director Mott,

RECORD OF PROCEEDINGS

seconded by Director Bess, and upon a vote, unanimously carried, the Board accepted the September 30, 2016 Financial Statements and Cash Position Report.

- B. Ratify Approval of July 2016 Claims Totaling \$7,160.86 Represented by Check Numbers 1835 through 1840 and August 2016 Claims Totaling \$6,246.24 Represented by Check Numbers 1842 Through 1846

Upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board ratified the July 2016 claims totaling \$7,160.86 represented by check numbers 1835 through 1840 and August 2016 claims totaling \$6,246.24 represented by check numbers 1842 through 1846.

- C. Review and Approve Cash Access Addendum with CliftonLarsonAllen LLP

Upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved the Cash Access Addendum.

- D. Review and Consider Approval of September 2016 Claims Totaling \$3,376.46 and Director's Fees Totaling \$277.05

Upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved the September 2016 claims totaling \$3,376.46 and Director's Fees totaling \$277.05.

- E. Review and Consider Approval of Engagement Letter with Simmons & Wheeler for 2016 Audit - \$4,200

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 Simmons & Wheeler for the 2016 Audit for \$4,200.

Manager
Items

- A. Review 2016 Draft Budget

Mr. Carroll reviewed with the Board. The Board decided to reduce the Debt Service Fund mill levy from 12.5 mills to 10.5 mills for a total mill levy of 14.5 mills in 2017, instead of 16.5 mills in 2016.

RECORD OF PROCEEDINGS

- B. Conduct Public Hearing to Consider Amending 2016 Budget; Consider Adoption of Resolution 2016-11-01 to Amend 2016 Budget

The Board determined amending the 2016 Budget was not necessary.

- C. Conduct Public Hearing to Consider Adoption of 2017 Budget, Appropriate Expenditures and Set Mill Levy; Consider Adoption of Resolution No. 2016-11-02 to Adopt 2017 Budget, Appropriate Expenditures and Set Mill Levy

Director Bess opened the public hearing at 2:11 p.m.

There were no public comments.

Director Bess closed the public hearing at 2:12 p.m.

Upon a motion duly made by Director Mott, seconded by Director Bess, and upon a vote, unanimously carried, the Board approved the 2017 Budget and adopted Resolution No. 2016-11-02 to Adopt the 2017 Budget, Appropriate Expenditures and Set Mill Levy of 14.5 mills.

- D. Website Update

No updates.

- E. Approval of 2017 Insurance Policy

Upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved the 2017 insurance policy in the amount of \$2,563.31

- F. Landscape Maintenance Updates

1. Review and Approve Agreement with DesignScapes for 2017 Landscape Maintenance Services - \$1,785

Upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved the agreement with DesignScapes for 2017 Landscape Maintenance Services for \$1,785.

2. Other

None.

RECORD OF PROCEEDINGS

- G. Review and Approve 2017 Annual Administrative Matters Resolution No. 2016-11-03

Upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved the 2017 Annual Administrative Matters Resolution No. 2016-11-03.

- H. Referrals

The Board acknowledged the Chambers High Plains Metropolitan District referral from the Town of Parker. There is no impact on Concord Metropolitan District.

- I. Ratify Approval of Estoppel Certificate with Vectra Bank Colorado, National Association Dated September 21, 2016

Upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board ratified approval of Estoppel certificate with Vectra Bank Colorado, NA dated September 21, 2016.

- J. Other

Mr. Blodgett reported the District is completing the Standard & Poors development activity questionnaire.

Attorney Items

- A. Consideration of Reimbursement Agreement for South Roadway Improvements (est. \$130,647) and Peoria Street Improvements (est. \$54,723) Plus Soft Costs - TBD

Upon a motion duly made by Director Bess, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved the Facilities Funding Acquisition Agreement for South Roadway Improvements and Peoria Street Improvements Plus Soft Costs - \$TBD. Director Mott abstained from the vote.

Director Items

- A. Development Activity Update
1. Status of \$295,000 Public Improvements Reimbursement Agreement

RECORD OF PROCEEDINGS

Director Mott reported these would likely be submitted in 2017-2018. The Board asked the status of the ACWWA non potable system.

B. Other

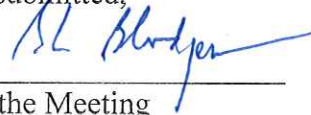
Mr. Blodgett will send the Board and consultants the DSEDP flyer regarding a November 30th meeting on SE corridor transportation projects.

C. Confirm Next Regular Meeting: Tuesday, February 7, 2017 at 12:00 p.m. at CliftonLarsonAllen LLP located at 8390 E. Crescent Pkwy., Ste. 500, Greenwood Village, CO 80111

Adjournment

With there being no further business before the Board, upon a motion duly made by Director Bess, seconded by Director Mott, and upon a vote, unanimously carried, the Board adjourned the meeting adjourned at 3:05 p.m.

Respectfully submitted,



Secretary for the Meeting