

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CONCORD METROPOLITAN DISTRICT HELD NOVEMBER 7, 2017

A regular meeting of the Board of Directors of the Concord Metropolitan District was held on November 7, 2017, 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 Vanderryst; Assistant Secretary
Brian Heinze; Assistant Secretary
Mike Evans, Assistant Secretary

Also in attendance were:

Bob Blodgett; CliftonLarsonAllen LLP
Natasha Zeldin; CliftonLarsonAllen LLP
Russ Dykstra; Spencer Fane LLP
Collin Koranda; Manhard

Call to Order Director Bess called the meeting to order at 12:00 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 1, 2017 Regular Board Meeting

Upon a motion duly made by Director Evans, seconded by Director Heinze, and upon vote, unanimously carried, the Board approved the August 1, 2017 Regular Board meeting minutes as submitted.

Financial A. Review and Accept September 30, 2017 Financial Statements and Cash Position Report

Ms. Zeldin reviewed the September 30, 2017 Financial Statements with the Board. After discussion, upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried,

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the Board accepted the September 30, 2017 Financial Statements and Cash Position Report.

- B. Review and Ratify Approval of July – September 2017 Claims Totaling \$19,715.47 Represented by Check Numbers 1000 through 1009

Upon a motion duly made by Director Evans, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board ratified approval of the July – September 2017 claims totaling \$19,715.47 represented by check numbers 1000 through 1009.

- C. Review and Consider Approval of Current Claims Totaling \$4,012.12 and Director's Fees.

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 \$4,012.12 and Director's Fees for \$494.10.

- D. Review and Consider Approval of Engagement Letter with Simmons & Wheeler PC for 2017 Audit - \$4,200

Upon a motion duly made by Director Evans, seconded by Director Mott, and upon a vote, unanimously carried, the Board approved the engagement letter with Simmons & Wheeler PC for the 2017 Audit in the amount of \$4,200.

- E. Consider Approval of Payment of Reimbursement of \$199,763.60 to IBC Holdings Per 2015 Facilities Funding and Acquisition Agreement

Mr. Koranda distributed copies of his November 7th Engineer's Report and Certification regarding the District's Facility Funding Acquisition and Improvement Agreement between the District, Via West, Team Technology and IBC Holdings. After discussion, upon a motion duly made by Director Evans, seconded by Director Bess, and upon a vote, unanimously carried, the Board approved the payment of reimbursement of \$199,763.60 to IBC Holdings per the agreement, subject to evidence that the improvements are within a public right-of-way or public easement.

Directors Mott and Heinze abstained from the vote.

- F. Discuss Potential Reimbursement Requests Per the FFAA

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The Board asked that Via West and Team Technology be notified of the current status of the agreement, this reimbursement, and the remaining funds within the agreement for future reimbursement per the procedures outlined in the agreement.

G. Update on Prior SDF Payments

Mr. Blodgett recommended this be deferred to the February meeting. The Board concurred.

H. Other

Director Evans asked that a schedule of property values – real property and business personal property - be requested for each property within the District. Ms. Zeldin will do so.

Manager Items

A. Review 2018 Draft Budget

Ms. Zeldin reviewed the 2018 draft budget with the Board.

B. Conduct Public Hearing to Consider Amending 2017 Budget; Consider Adoption of Resolution 2017-11-01 to Amend 2017 Budget

Ms. Zeldin reported the 2017 Budget does not need to be amended.

C. Conduct Public Hearing to Consider Adoption of 2018 Budget, Appropriate Expenditures and Set Mill Levy; Consider Adoption of Resolution 2017-11-02 to Adopt 2018 Budget, Appropriate Expenditures and Set Mill Levy

Upon a motion duly made by Director Mott, seconded by Director Bess, and upon a vote, unanimously carried, the Board opened the public hearing at 12:54 p.m.

There was no public comment.

Upon a motion duly made by Director Heinze, seconded by Director Evans, and upon a vote, unanimously carried, the Board closed the public hearing at 12:55 p.m.

Ms. Zeldin reported the 2018 Budget includes a mill levy of 2 mills for the General Fund, and 9 mills for the Debt Service Fund for a total of 11 mills. This is a reduction of 3 mills from the present 2017 Budget. The

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Assessed Value increased from approximately \$35,000,000 to \$45,000,000 for collection in 2018.

After discussion, upon a motion duly made by Director Mott, seconded by Director Bess, and upon a vote, unanimously carried, the Board approved Resolution 2017-11-02 to Adopt 2018 Budget, Appropriate Expenditures and Set Mill Levy at 11 mills for 2018.

D. Website Update

No report.

E. Landscape Maintenance Updates

1. Review and Approve Agreement with DesignScapes for 2018 Landscape Maintenance Services - \$1,875

Upon a motion duly made by Director Heinze, seconded by Director Bess, and upon a vote, unanimously carried, the Board approved the 2018 landscape maintenance services agreement with DesignScapes in the amount of \$1,875.

F. Review and Approve 2018 Annual Administrative Matters Resolution 2017-11-03

Mr. Blodgett reviewed with the Board. Upon a motion duly made by Director Mott, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved the 2018 Annual Administrative Matters Resolution 2017-11-03.

G. Discuss 2018 Insurance Renewal

Mr. Blodgett reported the 2018 insurance quote is not yet ready. He reported the 2017 cost was approximately \$2,500.

After discussion, upon a motion duly made by Director Mott, seconded by Director Bess, and upon a vote, unanimously carried, the Board approved the 2018 insurance renewal at a not to exceed amount of \$3,000 once received.

Mr. Dykstra asked that the District's ownership of road improvements be reported to the pool as a part of the property insurance. Mr. Blodgett's office will do so.

H. Referrals

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None.

Attorney Items

- A. Review and Approve Resolution 2017-11-04 Calling Directors' May 8, 2018 Election

Mr. Dykstra reviewed with the Board. After discussion, upon a motion duly made by Director Bess, seconded by Director Vanderryst, and upon a vote, unanimously carried, the Board approved Resolution 2017-11-04 Calling Directors' May 8, 2018 Election.

Director Items

- A. Status of Construction of Public Improvements

Director Heinze indicated the north / south access road between the recent Via West expansion and the future Team Technology expansion has not yet been constructed. It may turn out to be a private road instead of a public road in the future. It is not yet known.

- B. Development Activity Update

No report.

- C. Update on Weed Issues on Compark Blvd. Adjacent to Team Technology

The Board noted the weed issues appear to remain on the property. The Board asked Mr. Blodgett to follow up with Team Technology regarding the status.


- D. Confirm Next Regular Meeting: Tuesday, February 6, 2018 at 12:00 p.m. at CliftonLarsonAllen LLP located at 8390 E. Crescent Pkwy., Ste. 500, Greenwood Village, CO 80111

A quorum was confirmed for the February 6, 2018 regular meeting.

Adjournment

With there being no further business before the Board, Director Bess adjourned the meeting at 1:20 p.m.

Respectfully submitted,


Secretary for the Meeting