

ASPEN PARK METROPOLITAN DISTRICT

8390 E Crescent Parkway, Suite 300

Greenwood Village, CO 80111

(303) 779-5710

www.aspenparkmetropolitandistrict.org

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Tuesday, November 15, 2022

TIME: 10:00 a.m.

LOCATION: Microsoft Teams

You can attend the meetings in any of the following ways:

1. To attend via Microsoft Teams Videoconference, use the link below:

ACCESS: https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTdjYmQ3ZWUtOTM1YS00NmM5LWJkMjltYmRlNjJjMWMYNTc1%40thread.v2/0?context=%7b%22id%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22oid%22%3a%22544ff64e-ac93-4b3f-8b60-f0060a4a1f23%22%7d

2. To attend via telephone, dial 720-547-5281 and enter the following additional information:

Conference ID: 383 166 241#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Richard (Rick) Merkel	President	May, 2025
Michael Tamblyn	Treasurer	May, 2023
Roxan Rose	Secretary	May, 2023
VACANT		May, 2025
VACANT		May, 2025

I. ADMINISTRATIVE MATTERS

- A. Call to Order / Declaration of Quorum / Present disclosures of potential conflicts of interest.
- B. Confirm location of meeting and posting of meeting notices, approve agenda.

- C. Public Comment. Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.
- D. Discuss and review Insurance General Liability Schedule and Limits and consider approval of insurance renewal (enclosure).
- E. Other.

II. 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.

- A. Approve Minutes of the August 16, 2022 Regular Meeting (enclosure).
- B. Accept August 2022 Water Accounting Report (enclosure).
- C. Ratify approval of Claims and approve Directors’ Fees (to be distributed).
- D. Accept Bear Creek Watershed Association November meeting information (enclosure).
- E. Accept Utility Billing Collection Status Report (enclosure).
- F. Ratify approval of Independent Contractor Agreement with Hydro Physics (enclosure).
- G. Approve CliftonLarsonAllen LLP statements of work for 2023 (enclosure).
- H. Adoption of Resolution Designating Meeting Notices Posting Location (enclosure)
- I. Approval of Special District Disclosure Notice Pursuant to §32-1-809, C.R.S. (enclosure).
- J. Ratify filing of due diligence application.

III. WATER RIGHTS UPDATE

IV. VILLAGES AT ASPEN PARK SHOPPING CENTER UPDATES

- A. Leasing status.
- B. Discuss conversion of turf areas to water-wise landscaping.
- C. Other.

V. ENGINEERING MATTERS

- A. Status of UV Equipment Upgrade Project.
- B. Consider approval of proposal for rate study to review water and sewer rates (to be distributed).
- C. Underdrain inspection update.

VI. OPERATIONS/MAINTENANCE MATTERS (enclosure)

- A. Status for actuator valve replacement / fire tank well meter in fire system.
- B. Discuss recommendations for odor mitigation.
- C. Other.

VII. LEGAL MATTERS

- A. Review and approve amendment regarding District easements (to be distributed).
- B. Discuss potential need to process a service plan amendment due to recent legislative changes.
- C. Consider adoption of Resolution No. 2022-11-01 Regarding 2023 Annual Administrative Matters (enclosure).
- D. Consider adoption of Resolution No. 2022-11-02 Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination and Acceptance Forms are due by February 24, 2023. Discuss need for ballot issues and/or questions.
- E. Update on status of Amended and Restated Public Improvement Fee Collection Agreement.
- F. Discuss and approve 2023 annual service contracts (enclosure).
- G. Review and approve Independent Contractor Agreement with Cummins, Inc. for 2023 Generator Maintenance Services (enclosure).
- H. Review and approve Independent Contractor Agreement with C.M. Landscaping for 2023 Landscaping Services (enclosure).

VIII. FINANCIAL MATTERS

- A. Consider Acceptance of September 30, 2022 Unaudited Financial Statements (to be distributed).

- B. Conduct Public Hearing to consider amendment of the 2022 Budget. If necessary, consider adoption of Resolution to Amend the 2022 Budget (enclosure).
- C. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution No. 2022-11-03 to Adopt the 2023 Budget and Appropriate Sums of Money and Set Mill Levies (enclosure).
- D. Appointment of Board member to sign the DLG70 Certification of Tax Levies.
- E. Consider approval of Resolution No. 2022-11-04, regarding 2023 Water and Wastewater Fees, Rates and Charges (enclosure).
- F. Consider approval of the engagement letter with Haynie & Company to prepare the 2022 Audit (enclosure).

IX. OTHER BUSINESS

- A. Confirm Quorum for March 21, 2023 Regular Meeting.

X. ADJOURNMENT

**The next regular meeting is scheduled for March 21, 2023 at 10:00 a.m. via
Microsoft Teams.**