

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
ASPEN PARK METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
FEBRUARY 15, 2022

A regular meeting of the Board of Directors of the Aspen Park Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, February 15, 2022, at 12:00 p.m. noon. This meeting was held via video conference using Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Sam Sours, President
Rick Merkel, Secretary/ Treasurer
Fred Banfield, Assistant Secretary/Treasurer

Also, In Attendance Were:

Lisa Johnson, Gigi Pangindian, Cass Aurich, Shauna D'Amato;
CliftonLarsonAllen LLP ("CLA")
Clint Waldron Esq. and Heather Hartung Esq.; White Bear Ankele Tanaka &
Waldron
Bryan LoBue; ORC Water Professionals
Michael Katalinich and Wei Ye; JVA, Inc.

ADMINISTRATIVE MATTERS

Call to Order / Quorum / Disclosures of Potential Conflicts of Interest: It was noted that a quorum of the Board was present, and therefore the meeting was called to order at 12:03 p.m. by Director Sours. Mr. Waldron reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Waldron inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Agenda: Upon a motion duly made by Director Merkel, seconded by Director Banfield and, upon vote, unanimously carried, the Board approved the February 15, 2022 Agenda as presented.

Public Comment: There was no public comment.

CONSENT AGENDA

Approve Minutes of the November 16, 2021 Regular Meeting
Accept December 2021 Water Accounting Report

RECORD OF PROCEEDINGS

Ratify Approval of Prior Claims Totaling \$225,920.46 and Approve Directors' Fees

Accept Bear Creek Watershed Association February Meeting Information

Accept Bear Creek Watershed Association Technical Review Session

January Meeting Information

Accept Utility Billing Collection Status Report

Ratify Approval of Independent Contractor Agreement with Colorado Sprinkler Service LLC for Sprinkler Installation Services

Accept ORC Inspection Report regarding 68 KG Semi-Buried Concrete Tank

Accept ORC Inspection Report regarding 310 KG Semi-Buried Concrete Fire GST Tank

Approval of Resolution No. 2022-02-01 Designating the District's Website for the Online Posting of Meeting Notices and 24-Hour Posting Location

Ratify Approval of Independent Contractor Agreement with Velocity Plant Services, LLC for Grinder Pump Repair and Replacement Services

Ms. Johnson reviewed the above items on the consent agenda with the Board. Mr. Waldron advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made by Director Banfield, seconded by Director Merkel, the above items on the consent agenda were unanimously approved, accepted and ratified.

WATER RIGHTS UPDATE

The Board reviewed the written update provided by Mr. Berg. Director Sours directed Ms. Johnson to schedule a call with Mr. Berg to review the need for the water rights work that is included in the 2022 budget.

VILLAGES AT ASPEN PARK SHOPPING CENTER UPDATES

Leasing Status: Director Merkel provided a status on leasing activity.

Other: None.

ENGINEERING MATTERS

Status of Asphalt Project Work:

Observation Report for Concrete Performed by DACS: Mr. Katalinich provided an update and presented the observation report. The work will finalize with the necessary roadwork in the Spring of 2022.

Sewer Inspection Memo: Mr. Katalinich reviewed the video footage that was provided noting that the sewer system is good shape with minor areas needing annual jetting maintenance. Mr. LoBue suggested that the District jet the system every two to three years and have photos taken every three to five years.

Grease Trap Inspections: Mr. LoBue provided an update on the grease trap

RECORD OF PROCEEDINGS

inspection program. The Board directed staff to prepare an exhibit that indicates the location of all of the grease traps in the District.

Recommendations of UV Equipment and Potential Award of Contract: Mr. Katalinich presented the proposals to the Board and recommends approving an in kind replacement of the District's current system. Mr. Katalinich presented the bid summary noting that the proposals received were higher than the budgeted amount. He also noted that the proposals do not include installation costs and ORC is not able to provide the installation services. Mr. Katalinich will solicit proposals for the installation of the UV system replacement. The Board discussed the information presented in detail.

Following discussion, upon a motion duly made by Director Merkel, seconded by Director Banfield and upon vote, unanimously carried, the Board approved a contract in an amount not to exceed \$50,000 based on the recommendation from staff and final review by President Sours.

Capital Improvement Plan 2022: The Board reviewed and discussed the capital projects budgeted for 2022. Upon a motion duly made by Director Merkel, seconded by Director Banfield and, upon vote, unanimously carried, the Board approved moving forward with the Fire Tank Well Meter project.

Upon a motion duly made by Director Merkel, seconded by Director Banfield and, upon vote, unanimously carried, the Board approved moving forward with the Furnace Replacement project.

Other: None.

OPERATIONS /
MAINTENANCE
MATTERS –
BRYAN LOBUE /
TOM SCHUBERT

Mr. LoBue presented the Operations and Maintenance report to the Board.

Approval of a Replacement Actuator Valve in Fire System: Mr. LoBue presented the proposal to the Board noting that the proposal does not include the installation by ORC. Following discussion, upon a motion duly made by Director Merkel, seconded by Director Banfield and, upon vote, unanimously carried, the Board approved replacing the actuator valve in the fire system in an amount not to exceed \$3,500 to include installation costs and valve.

Other: None.

LEGAL MATTERS

Amended and Restated Public Improvement Fee (“PIF”) Collection Agreement and Public Improvement Fee Information Booklet: Attorney Hartung provided an update to the Board noting that she provided questions and comments to special counsel regarding the Agreement. In addition, the PIF booklet has been updated and once the Agreement is finalized the booklet can then be finalized.

RECORD OF PROCEEDINGS

Following review, upon a motion duly made by Director Merkel, seconded by Director Banfield and, upon vote, unanimously carried, the Board approved the Amended and Restated PIF Collection Agreement and PIF Information Booklet, subject to final review by Legal Counsel, District Management, and the District Accountant.

May 3, 2022 Election and Call for Nominations: Attorney Hartung provided an update to the Board regarding the May 3, 2022 election.

FINANCIAL MATTERS

December 31, 2021 Unaudited Financial Statements: Ms. Pangindian presented the December 31, 2021 Unaudited Financial Statements to the Board. Upon a motion duly made by Director Merkel, seconded by Director Banfield and, upon vote, unanimously carried, the Board accepted the December 31, 2021 Unaudited Financial Statements.

Other: None.

OTHER BUSINESS

Website Management and Future Responsibility: Ms. Johnson presented the proposals to the Board. Following discussion, upon a motion duly made by Director Merkel, seconded by Director Banfield and, upon vote, unanimously carried, the Board engaged CLA to transfer the District's website to Wix and perform maintenance as needed.

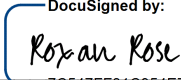
Quorum for May 17, 2022 Regular Meeting: A quorum was confirmed. Directors Sours and Banfield announced that the May 13, 2022 Board meeting will be their last Board meeting.

Other: None,

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Merkel, seconded by Director Banfield and, upon a vote unanimously carried, the Board adjourned the meeting at 1:40 p.m.

Respectfully submitted,

By 
 DocuSigned by:
7C547FF31C954E7...
Secretary for the Meeting