

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

GVR METROPOLITAN DISTRICT

Held: Wednesday, October 16, 2019, at 6:30 P.M. at the  
GVR Metropolitan District Office, 18650 East 45th  
Avenue, Denver, Colorado.

### Attendance

The regular meeting of the Board of Directors of the GVR Metropolitan District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance:

Roger Rohrer, Treasurer  
Anthony Noble, Secretary  
Eric Gravenson, Director  
Tim Camarillo, Director  
William Thomas, Director

Absent: Matt Stallman (absence excused).

Also present were Micaela Duffy, District Manager, GVR Metropolitan District; Russell Newton, Seter & Vander Wall, P.C., legal counsel; and Lynette Gil, Office of Councilwoman Stacie Gilmore, Denver District 11.

### Call to Order

Director Rohrer noted that a quorum of the Board was present with five directors in attendance. Thereafter, Director Rohrer called the regular meeting of the Board of Directors of the GVR Metropolitan District to order.

### Approval of Agenda

The Board reviewed and approved the agenda as presented.

### Conflict of Interest / Disclosure Matters

The Board had been previously advised that pursuant to Colorado law, certain disclosures by the Board members might be required prior to taking official action at the meeting. Legal counsel advised that written disclosures of the conflicts of interest for each Director had been filed with the Secretary of State prior to the meeting.

No additional conflict disclosures were announced.

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## Public Comment Period:

- Denver Police Dept. There were no representatives from the Denver Police Department. Director Rohrer read crime statistics provided by the department, noting that aggravated assaults, burglaries, and auto thefts were down, but two homicides occurred. Director Rohrer announced the events noted by the department, including a Halloween festival and prescription drug takeback.
- Master HOA There were no representatives nor comments from the HOA at this time.
- CAB There were no representatives nor comments from the CAB at this time.
- Councilwoman  
Gilmore's Office Ms. Lynette Gil introduced herself as a new representative for Councilwoman Gilmore's office. She reported on a minimum wage proposal that would raise wages for Denver workers that will be phased in over three years, with the goal of reaching \$15 per hour by July 1, 2021. She directed the Board to [www.denvergov.org](http://www.denvergov.org) for additional information. She advised of the upcoming Montbello Speaks community event and encouraged participation in the event and to take a survey regarding the community indoor pool.
- Public Comment There were no comments from the public at this time.

## Approval of Minutes

The minutes of the regular meeting of the Board of Directors held September 11, 2019, were reviewed. Upon motion, second, and unanimous vote with Director Rohrer abstaining, the Board approved the minutes as presented.

## Attorney's Report

Mr. Newton directed the Board members to Ms. Vander Wall's written legal report included in the meeting materials, including details regarding the District Manager's annual evaluation and renewal, noting that the formal evaluation will occur later in the meeting.

## Board Reports:

- September 2019  
Financials Ms. Duffy presented the financial report and claims payable for the period ending September 30, 2019. She presented the balance sheet and the District's revenues and expenditures, noting that the District has collected 99.76% of its property

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taxes. Upon motion, second and unanimous vote, the Board approved the September financial report and payment of claims as presented.

- District Manager's Report

Ms. Duffy presented her manager's report to the Board. She provided detail on the annual Trunk or Treat event. She requested Board input on the delivery and storage of fence material for the fence replacement project, noting that it will be stored in a secure and insured facility near the contractor's office. The Board supported storage at the facility and requested that District staff confirm material quantity and adequacy upon delivery. She reported a break-in attempt to the District building resulting in the first of two window panes on the front doors breaking. She reported that indoor cameras capture the glass breaking but no footage of the perpetrator. She informed the Board that the District's outdoor cameras are not in service. She noted that doors to the building have aged and do not latch well anymore, and replacement is quoted at \$4,900. The Board discussed the building's security and instructed Ms. Duffy to research short and long-term options for outdoor security cameras.

Discussion Items /  
Unfinished Business:

There were no items of unfinished business for discussion at this time.

Discussion Items / New  
Business

- Budget Overview

Ms. Duffy presented the Board with the 2020 preliminary budget summary. She read through the summary noting an increase in assessed valuation from the prior year and no change to the mill levy of 20.094 mills. She presented each of the District's funds, noting changes from the prior year and reasons for the changes, including wage changes for cost of living increases, the lack of a youth program transfer, a new position for HOA services, and the neighborhood monument and other landscaping plans for 2020.

- Volunteer of the  
Year Event

Ms. Duffy reported that she is evaluating three to four location choices for holding the reception for volunteer of the year and will confirm the location with the Board. She inquired if the Board has any recommended recipients for the award. The Board agreed to consider recommendations and email them to her separately.

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- District Manager Evaluation and Agreement Renewal Mr. Newton directed the Board to the legal status report regarding Ms. Duffy's evaluation and agreement renewal, and he presented the Board's determination regarding compensation in prior years.

## Executive Session

At approximately 7:00 p.m., a motion was made to go into executive session for the purpose of discussion of personnel matters related to the evaluation of the District Manager and developing negotiating positions, and advice thereon, authorized pursuant to § 24-6-402(4)(f), (e) &(b), C.R.S. All Board members and legal counsel were in attendance.

The Board returned from executive session at approximately 7:12 p.m. and affirmed that no actions had been taken while in executive session. The Board discussed salary and bonus options for the District manager agreement renewal, noting Ms. Duffy's high-level of performance in 2019.

After discussion, a motion was made, followed by a second, and unanimous vote, to approve the renewal of the District Manager's contract, with an increase in salary and pay for performance compensation in the amounts discussed in executive session, effective September 1, 2019, as identified in a renewal letter for execution by the president.

## Director Items

Director Rohrer addressed a need to begin plans for either a District building upgrade or a new facility. He suggested engaging a consultant to help evaluate the District's options moving forward.

Director Camarillo addressed concerns regarding neighborhood safety and police presence, and he recounted his witnessing of a serious assault where police were unable to respond within a reasonable time. He reported concerns of increasing juvenile and violent crime in the area, and the ability to investigate such incidents. He noted that two resource officers have been hired and will hopefully help with these issues.

Director Thomas reported that he will be moving out of the community in November, and that he may resign as a result of the move. The Board and Ms. Duffy offered their appreciation for his service, and offered their support for him to remain on the Board so long as he continues to remain qualified. Director

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Thomas stated that he enjoys serving on the Board and will consider his options when he moves.

Adjournment

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at approximately 7:24 p.m.

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Secretary for the Meeting