

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

GVR METROPOLITAN DISTRICT

Held: Wednesday, July 21, 2021, at 6:30 P.M. at the GVR Metropolitan District Office, 18650 East 45th Avenue, Denver, Colorado. Also available to the public via Go To Meeting.

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:

Tim Camarillo, President
Matt Stallman, Vice President
Anthony Noble, Secretary/Treasurer
Eric Gravenson, Director
Lyman West, Director
William Thomas, Director

Absent: None.

Also in attendance on-site were: Micaela Duffy, District Manager, GVR Metropolitan District; Ken Albert, Facilities Manager, GVR Metropolitan District; and Barbara T. Vander Wall and Russ Newton, Seter & Vander Wall, P.C., legal counsel.

And in attendance virtually via Go To Meeting were: Deborah Cline*; Melissa Sotelo* and Rebecca Hernandez*, Aides to Councilwoman Gilmore; A.J. Brown* and Bernt Greene*, Commercial Fence & Iron Works.

[*Arrived/Departed where indicated.]

Call to Order

Director Camarillo noted that a quorum of the Board was present with six directors in attendance. Thereafter, Director Camarillo

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called the regular meeting of the Board of Directors of the GVR Metropolitan District to order.

Approval of Agenda

The Board reviewed the agenda. Upon motion, second and unanimous vote, the Board 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 previously submitted by the applicable Directors had been filed with the Secretary of State prior to the meeting.

No additional conflict disclosures were announced.

Public Comment Period:

- Denver Police Dept. There were no representatives present from the Denver Police Department at this time.
- Master HOA There were no comments presented from the Master HOA at this time.
- CAB There were no comments from the CAB at this time.
- Councilwoman Gilmore's Office Ms. Sotelo reported on the groundbreaking for the recreation center indoor pool, which is scheduled for completion in 15-18 months. She announced that an open house with senior tea will be held August 7th, and a Montbello back-to-school event with backpack and school supply giveaways will be held August 14th. She reported that redistricting is underway due to the community's increase in population, and proposed maps will be presented at a public hearing at the recreation center on July 27th.

Direct West inquired about recent gunshots heard on his street. Ms. Sotelo did not have information on this incident but will look into it and respond. Ms. Duffy will provide contact information for the community resource officer (CRO) to Director West and will inquire about the CRO's attendance at a future meeting.
- Public Comment Mr. Brown commented on the Board's award of the 2021 fence replacement project, and asked that the Board provide feedback and reconsider the award in favor of his company. Director West commented on the recent 2020 fence project, and his observations that fences were left open, materials and trash were

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not regularly cleaned up or stored properly, and the limited number of crew members working on the project. Mr. Brown noted that COVID impacted the project. The Board thanked Mr. Brown for his comments.

[*Mr. Brown and Mr. Greene departed the meeting at this time.]

Approval of Minutes

The minutes of the special meeting of the Board of Directors held June 16, 2021, were read. Upon motion, second, and unanimous vote, the Board approved the minutes as presented.

Attorney's Report

Ms. Vander Wall directed the Board to legal counsel's status report. She discussed changes to the state and federal COVID-19 orders and guidelines. She described when and where masks are still required or recommended, noting that guidance is frequently changing.

Board Reports:

- April 30, 2021
Financials

Director Noble presented the financial report and claims payable for the period ending June 30, 2021. He noted the expenditures exceeding \$5,000, including invoices for First Class Landscape, Denver Water, SavATree, and Commercial Fence & Iron Works. He reviewed the status of the District's property tax collections for the current period at 96.524%, and reviewed the water expenses and comparisons to prior periods.

After further discussion, and upon motion, second and unanimous vote, the Board accepted the June financial report and approved the claims as presented.

[*Deborah Cline joined the meeting at approximately 6:50 p.m.]

- District Manager's
Report

Ms. Duffy reported that the bumper on the District's Jeep was stolen and will cost approximately \$9,700 to replace, with a \$1,000 deductible. She reported that catalytic converters were stolen from two of the District's buses. The cost to replace a catalytic converter is \$2,500, which exceeds the value of one of the buses, and staff is evaluating whether to sell the bus. The District has enough room in its other bus to transport seniors for the upcoming program event.

Ms. Duffy requested that Board members not personally get involved with employment matters, and that comments should be directed to her attention so she can directly address them.

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Ms. Duffy advised that the Special District Association Conference will be held in-person and virtually on September 14th-16th, and she asked that Board members RSVP regarding attendance.

The Board discussed alternative parking and security options for the District's vehicles. Director Gravenson expressed concern with the description of Board member responsibility in the manager's report, and discussed various hypothetical situations. Ms. Duffy explained that it was intended as simplified and non-exhaustive description directed at management of District employees. Director Noble expressed agreement with the management's role in addressing personnel issues.

Discussion Items / Unfinished Business:

- Contract Award /
FCS & Trophy
Fence

Mr. Newton presented to the Board a final contract for the 2021 fence replacement project. He advised that both Fence Consulting Services and Trophy Fence have signed the contract and will procure a payment and performance bond upon execution of the contract. Director West inquired about performance of the District's role by management. Upon further discussion, and motion, second, and vote, the Board approved execution of the contract with five in favor and one against (Director West).

- Discussion re
Building Re-
Opening for
Meetings

The Board discussed the current state of the COVID-19 pandemic and opening up the building to the public for Board meetings. After discussion of the status of the virus, including the Delta variant, the Board determined to table consideration of reopening physical attendance at Board meetings to its August Board meeting.

[*Ms. Sotelo and Ms. Hernandez departed the meeting at approximately 7:32 p.m.]

Discussion Items / New Business:

- Administrative
Building
Consideration

Ms. Duffy directed the Board to the Planning Committee update regarding the District's administration building. The update notes the pros and cons regarding potential replacement

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compared to repairs to the existing building. Ms. Duffy suggested the District may benefit from the construction and installation of a new garage to house and protect District vehicles, in lieu of a new administration building.

Director Gravenson spoke on the topic of District “needs” versus “wants,” and suggested that a new administrative building may be more of a “want” rather than a “need.” He voiced his concern that actual costs often exceed estimates, and noted the existing District maintenance building has space that is not regularly used. Director Gravenson further suggested that it may be more financially prudent to spend funds on renovations to the current administrative building. According to the planning committee report, there are six recommended projects, including painting, roof replacement, parking lot resurface, electrical repairs/upgrades, patio replacement and HVAC repair/replacement, for a cost of approximately \$133,000 - \$150,000.

Director Thomas inquired whether the current building meets code and can support staff growth. Ms. Duffy and Mr. Albert confirmed that the building is functional with some limitations and currently meets code, but additional updates would need to be made in the event of a remodel. She advised that the District may add an additional employee and the building could support one additional employee.

Director Noble suggested that the Board focus on the immediate and long-term needs, and that the more immediate needs be addressed prior to a decision on whether to replace the building long-term.

Director West asked why there is a need for a transformer and new electrical line, and Mr. Albert explained that the building is at capacity and cannot accommodate holiday lighting and other uses without the upgrade.

Director Camarillo stated his recommendation that a state-of-the-art administrative building be built for the future, which will establish a place of community where the District can increase its community programming, including a place for police officers to stage patrols and interaction with the community.

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The Board discussed the functions and purpose of the District, and Ms. Duffy agreed to distribute the District's service plan for the Board to review.

Director Thomas asked about costs to install fencing to secure the District's vehicles. He suggested that a roof may not need immediate replacement.

Director Noble made a motion to have the District consider the list of repairs and establish priorities for action. He then modified the motion to include a needs assessment for fencing or other security for the vehicles; the six repair items, and the fencing needs assessment, would be brought back to the Board for consideration. Director Thomas seconded the motion as revised. Upon unanimous vote, the motion passed.

[*Deborah Cline departed the meeting at approximately 8:30 p.m.]

Director Items:

Director West asked Mr. Albert various questions regarding the District's landscaping services. He asked why the contractor's workers are not performing certain work in a similar manner as prior years. Mr. Albert advised that there has been turnover and new workers are getting up to speed.

Director West asked about the responsibility for repairs to damaged irrigation lines caused by utility work in the area. Mr. Albert advised that utilities will sometimes notify him of upcoming work, which allows him to mark the irrigation lines prior to the utilities performing work. The utilities are not obligated to provide notice, and he monitors activity and communicates with workers when there is no notice. He believes he is able to track about 90% of utility work and have the utilities repair any damage. Sometimes utilities do work undetected without repairs to irrigation line damage, in which case it is too difficult and expensive to track down and is left for the District to repair.

Director West asked about a storm water pond that has mosquito problems and does not appear to drain. Mr. Albert advised that staff does mosquito control; the pond does not drain properly due to groundwater levels in the area, and staff does the best it can based on the circumstance and available resources.

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Director Camarillo reported that has almost completed an entrepreneurship and small business law class.

Other Business

There was no other business for discussion at this time.

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 8:53 p.m.

Secretary for the Meeting