

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

GVR METROPOLITAN DISTRICT

Held: Wednesday, June 18, 2014, 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, President
Fenna Tanner, Vice President
Anthony Noble, Treasurer
Mary Schumer, Secretary
Michael Haskins, Director
Tim Camarillo, Director
Matt Stallman, Director

Absent: None.

Also present were Micaela Duffy, District Manager, GVR Metropolitan District; Barbara T. Vander Wall, Seter & Vander Wall, P.C., legal counsel; Jim Tanner, Eric Gravenson, Mariann Toomey, Community Members; Charlie Foster, Town Center Metropolitan District, Officer Sherikera Heflin Herrera*, Community Resource Officer - Denver Police Department.

[*Departed where indicated.]

Call to Order

Director Rohrer noted that a quorum of the Board was present with seven directors present. 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 the agenda, and upon motion, second and unanimous vote, the Board approved the agenda as presented.

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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.

Public Comment Period:

- Denver Police Dept.

Community Resource Officer Sherikera Heflin Herrera reviewed the crime statistics for the recent period, noting in particular that the biggest problem for the area currently is property crimes, especially theft from motor vehicles.

[*Officer Heflin Herrera departed at this time.]

- Public Comment

There was no public comment at this time.

- HOA

Mr. Jim Tanner reported that GVR Days will take place on August 9, 2014, in conjunction with Denver Days.

- CAB

Ms. Toomey noted that there have been no CAB meetings to report.

- Other

There was no other public comment at this time.

Approval of Minutes

The minutes of the regular meeting of the Board of Directors held May 21, 2014, were read. Upon motion and second, and unanimous vote the Board approved the minutes as presented.

Attorney's Report

Ms. Vander Wall directed the Board members to her written legal report included in the meeting materials, which will be further discussed as specific agenda items.

Board Reports:

- May Financials

Mr. Noble presented the financial report and claims payable for the period ending May 31, 2014. He pointed out additional charges due to irrigation water expenses. The District is generally tracking in its property tax collections. Following further discussion, and upon motion duly made, seconded and unanimous vote, the Board accepted the May financial report as presented.

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District Manager's Report

Ms. Duffy referred the Board members to her written monthly report and reported on the highlights.

Ms. Duffy distributed a copy of the final audit report to each Board member. She noted that Denver's work on the detention pond located at Perth Circle is complete, and the pond is now draining much better. The District is waiting for the pond to further dry out, after which staff will be able to get equipment on site.

The District's Car Fest took place on June 7, 2014. It was a success with a good turnout.

Ms. Duffy referred the Board to the committee updates and her performance goals, which are included as part of the written materials in the meeting packet.

Discussion Items / Old Business:

- RFP for Maintenance Building

Ms. Duffy distributed a copy of a revised draft Request for Proposal package. She reported that the planning committee discussed the RFP and process for obtaining proposals from contractors for the design and construction of the maintenance building. The planning committee recommends that the District approach the project in two phases: first, request proposals from contractors with general criteria for the project using a "short form" RFP package; second, create a "short list" of finalists from the proposals received who will then receive the District's form of contract for a further selection process.

The Board discussed the advantages and disadvantages regarding a procurement process which involves issuance of a single project manual including all contract documents, and the phased process. Legal counsel noted the benefits in the procurement process of having the proposers be aware of the District's form of contract, bonds, warranties and other requirements. After further discussion, and upon motion, second and a vote of five in favor (with Directors Schumer and Rohrer voting against), the Board agreed to proceed with the phased process as recommended by the planning committee. Legal counsel was directed to review the new form of RFP in consideration of the revised contract approach.

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- Resolution re Colorado
Open Records Act

Ms. Vander Wall presented the Board with a proposed resolution adopting a Colorado Open Records Act policy. The resolution and policy are in response to the recent legislative changes to CORA, which condition the ability of governments to charge research and retrieval fees upon adopting and publishing a policy. The policy provides that the District may charge research and retrieval fees in the amount of \$30 per hour, with the first hour at no charge, which is consistent with the new statutory provisions. Following further discussion, and upon motion, second and unanimous vote, the Board approved the resolution as presented. Ms. Duffy noted that the resolution would be posted on the District's website; it may also be posted as part of the District's transparency notice through the Special District Association website.

Discussion Items / New
Business:

- Financial approvals /
signatures

Ms. Duffy explained that she has had difficulties in obtaining Board member signatures on checks required to pay for District expenditures. She requested that the Board consider adopting a new policy which would allow for greater efficiencies and timeliness, in order that the District does not become late in payment or otherwise subject to late charges or interest. After further discussion, it was agreed that the Board would retain the seven Directors as eligible signatories for the District's bank account, plus Micaela Duffy as an additional potential signatory. Ms. Duffy stated that she would circulate new bank signature cards for all Board members' signatures, which would be presented to the Bank for acknowledgement of eligible check signers.

As an internal process, it was agreed that the District Chair and Vice President will make themselves available on a weekly basis for signing checks; if either of those individuals are unavailable, then the District Secretary will be called upon for signature, followed by the other Board members. Ms. Duffy may sign checks if there is extraordinary difficulty in obtaining Board member signatures on a timely basis.

Director Items

Director Haskins inquired into the kids' summer camp programming offered by the District, and its comparison to the nearby kids' camp offered through the Evie Dennis campus. He wanted to make sure there was not an overlap of identical services. Ms. Duffy agreed to research the issue further.

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Director Schumer congratulated Ms. Duffy on the District's clean audit.

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 7:30 p.m.

Secretary for the Meeting