

# RECORD OF PROCEEDINGS

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

OF THE

GVR METROPOLITAN DISTRICT

Held: Wednesday, December 9, 2015, 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:

Anthony Noble, Treasurer  
Michael George, Secretary  
Fenna Tanner, Vice President  
Tim Camarillo, Director  
Michael Haskins, Director  
Matt Stallman, Director

Absent: Roger Rohrer (absence excused).

Also present were Micaela Duffy, District Manager, GVR Metropolitan District; Barbara T. Vander Wall and Russ Newton, Seter & Vander Wall, P.C., legal counsel; Jim Tanner, Maryanne Toomey, Earleen Brown, Eric Gravenson and Derek Savage, community members; Joe Erjavec, Crestone Consultants, and Melissa Sotelo, representative of Denver Councilwoman Gilmore.

### Call to Order

In the absence of Director Rohrer, Director Tanner noted that a quorum of the Board was present with six directors in attendance. Thereafter, Director Tanner 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.

### Conflict of Interest /

The Board had been previously advised that pursuant to

# RECORD OF PROCEEDINGS

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Disclosure Matters 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. There were no comments from the Denver Police Department at this time.

- HOA There were no comments from the HOA at this time.

- CAB There were no comments from the CAB at this time.

- Public Comment Ms. Sotelo spoke regarding two initiatives of Councilwoman Stacie Gilmore, including a "Lights On" initiative, which involves having street lights on and requesting homeowners to report any burnt out lights, and encourages residents to keep porch lights on. A second initiative involves a cooperative program with Xcel Energy, who is making energy efficient light bulbs available on a cost effective basis. On February 11, 2016, there will be a Town Hall meeting with Councilwoman Gilmore to discuss community issues including access, infrastructure and transportation.

There was no additional public comment at this time.

Approval of Minutes The minutes of the regular meeting of the Board of Directors held November 18, 2015, 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. She advised of the upcoming May directors' election, which will be held as a mail ballot election.

## Board Reports:

- November 30, 2015 Financial Report Director Noble presented the financial report and claims payable for the period ending November 30, 2015. Following

# RECORD OF PROCEEDINGS

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discussion, and upon motion, second and unanimous vote, the Board accepted the November financial statement as presented.

## - District Manager's Report

Ms. Duffy referred the Board members to her written monthly report and reported on the highlights. She noted the District / HOA volunteer appreciation dinner will take place on December 11, 2015. A holiday tree lighting event will take place on December 12, at 6 p.m. at the GVR Recreation Center.

## Discussion Items / Unfinished Business:

### - Maintenance Building Project Contractor

Mr. Joe Erjavec, Crestone Consultants, presented a summary of the procurement process and the final proposals submitted and reviewed for the District's maintenance building project. The finalists made presentations on December 7<sup>th</sup>, and the finalists were interviewed by the planning committee shortly afterward. It was noted that the overall proposals came in very close to the District's budgeted amount for the project. The committee has unanimously recommended the Board proceed with negotiations with the Bassett & Associates / Eidos Architects team, based on the proposal, the presentation, interview and preliminary design. Mr. Erjavec reviewed the pros and cons of each proposal. The Board reviewed the issues related to the procurement and the District's budgeted amount, and considered the input from planning committee members. After further discussion, and upon motion by Director Haskins, seconded by Director Noble, by a vote of five in favor and one against (Director George), the Board approved proceeding with Bassett & Associates/Eidos Architects as the preferred contractor, and to enter into the design build contract provided in the District's RFP package, with minor modifications as may be recommended by staff and consultants. Any substantive modifications to the contract document were directed to be presented to the Board for further discussion and approval.

### - District Mowing Operations

Ms. Duffy reviewed with the Board the alternative 2016 budget scenarios, with the first being based on District mowing operations being performed in-house, and the second based on the District out-sourcing its mowing operations. She stated reviewed the factors for each scenario, which had been discussed during the November meeting. She noted that it was staff's recommendation to transition the District's mowing services to an independent contractor, which would allow staff to use its resources for additional District operations which need attention.

# RECORD OF PROCEEDINGS

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She indicated that the District will still be maintaining the native areas, and therefore will continue to require equipment storage, including snow removal equipment. After further discussion, and upon motion and a second, by a vote of five in favor and one against (Director Camarillo), the Board approved the transition to out-sourcing its mowing operations as presented.

## 2016 Proposed Budget

The Board reviewed the proposed 2016 budget with the numbers based on the outsourced mowing operations, and reviewed the proposed budget resolution. Ms. Duffy indicated that Denver has not yet released the final assessed valuation for the District, which is due to occur by December 10<sup>th</sup>. Upon motion by Director Haskins, second by Director George, the Board approved the proposed 2016 budget (with the outsourced mowing operations), and approved the resolution adopting the 2016 budget, appropriating the funds and certifying the mill levy, as presented and with flexibility for minor changes resulting from any deviations in the District's final assessed valuation.

## Discussion Items / New Business:

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

## Director Items

Director Camarillo announced that he received a commendation from Beth McCann for his work on housing.

There were no other director updates 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 7:45 p.m.

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Secretary for the Meeting