

# RECORD OF PROCEEDINGS

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

OF THE

GVR METROPOLITAN DISTRICT

Held: Wednesday, June 19, 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:

Matt Stallman, President  
Roger Rohrer, Treasurer  
Eric Gravenson, Director  
Tim Camarillo, Director  
William Thomas, Director

Absent: Anthony Noble (absence excused).

Also present were Micaela Duffy, District Manager, GVR Metropolitan District; Barbara T. Vander Wall, Seter & Vander Wall, P.C., legal counsel; Bill Hatchett, resident (4329 Dunkirk Way); Magen Elenz, Office of Councilwoman Stacie Gilmore, Denver District 11; and Nick Warnik, Haynie & Co.\*

[\*Departed where indicated.]

### Call to Order

Director Stallman noted that a quorum of the Board was present with five directors in attendance. Thereafter, Director Stallman 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 determined to remove the agenda items 7 and 13 regarding the interview and appointment of director to fill vacancy, to be postponed to the next meeting based on candidate absences due to family illness. Upon motion, second and unanimous vote, the Board approved the agenda as modified.

# RECORD OF PROCEEDINGS

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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. There were no representatives nor comments from the Denver Police Department at this time.
- 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. Magen Elenz introduced herself as a representative from Councilwoman Stacie Gilmore's office, District 11. She reported on the status of the Green Valley Ranch pool design project, noting that a contractor has been selected. She also reported on the upcoming symphony concert, and the Senior Tea.
- Public Comment There were no comments from the public at this time.

## Presentation of 2018 Audit

Ms. Duffy introduced Mr. Nick Warnik, with Haynie & Co. regarding the presentation of the District's 2018 audit. Mr. Warnik advised that the draft audited financial statement for 2018 is not yet complete; it is currently under review and will then be circulated. He addressed the received reporting requirements related to PERA pension plans. The District has started the accounting for this new requirement, which is tied to post-employment benefits. Ms. Duffy advised that the Board will have an opportunity to review the final draft audited financial statements prior to filing.

[\*Mr. Warnik departed at this time.]

## Approval of Minutes

The minutes of the regular meeting of the Board of Directors held May 15, 2019, and the special meeting held June 5, 2019,

# RECORD OF PROCEEDINGS

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were read. Upon motion, second, and unanimous vote, the Board approved both sets of minutes as presented.

## Attorney's Report

Ms. Vander Wall directed the Board members to her written legal report included in the meeting materials, including details regarding the status of the fence project. She recommended that the Board enter executive session for discussion of the contract bids and negotiations later in the agenda.

## Board Reports:

- May 2019 Financials Director Rohrer presented the financial report and claims payable for the period ending May 30, 2019, including the claims payable. He noted that the District's property tax collections for the period are at 72%. The District has a favorable variance in its water expenses by approximately \$2,000, due to the increased rainfall and reduced irrigation expenses. Upon motion, second and unanimous vote, the Board approved the May financial report as presented.

- District Manager's Report Ms. Duffy presented her manager's report to the Board. She inquired about Board member attendance at the upcoming Special District Association's annual conference. Directors Thomas and Rohrer indicated an interest in attending. She provided an update on the Picadilly Road landscaping evaluation, noting discrepancies between the assessor records and the City's Planned Building Group maps. She intends to follow up personally with the City offices to clear up the confusion. Ms. Duffy provided an update regarding the proposed signage for the maintenance building. The Board discussed the need for certain repairs and updates to the District's administrative building.

## Discussion Items /

### Unfinished Business:

- Fence Replacement Contract The Board agreed to defer discussion on this item to take place following an executive session.

- Newsletter Ms. Duffy reported on price quotes received from vendors, including Mailchimp and Constant Contact, for distributing the District's newsletter based on number of email addresses. The Board agreed to consider Mailchimp, pending additional research on the program and process proposed to be used.

## RECORD OF PROCEEDINGS

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- July Meeting	The Board determined to cancel its July regular meeting due to planned absences.
Discussion Items / New Business	There were no new business items presented for discussion at this time.
Director Items	There were no director items brought forward at this time.
Executive Session	<p>At approximately 7:10 p.m., a motion was made to go into executive session for the purposes of evaluation of bids and contract negotiations in connection with the fence replacement project, and consultation with the attorney and receiving advice thereon, authorized pursuant to § 24-6-402(4)(e) &amp; (f), C.R.S. All Board members, legal counsel and Ms. Duffy were in attendance.</p> <p>The Board returned from executive session at approximately 7:41 p.m. and affirmed that no actions had been taken while in executive session.</p>
Discussion regarding Fence Replacement Project (cont'd)	<p>The Board discussed having reviewed the six bids received for the fence replacement project, and the pros and cons of the bids and bidders. After further discussion, the Board determined to proceed with the issuance of a notice of award to Fence Consulting Services and Peters Fence, as the apparent lowest responsive and responsible bidder.</p> <p>There was no other business for discussion at this time.</p>
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