

## RECORD OF PROCEEDINGS

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### MINUTES OF THE REGULAR MEETING OF THE BOARDS OF DIRECTORS OF AIRPARK NORTH METROPOLITAN DISTRICTS NOS. 1-4

**HELD**  
**July 19, 2021**

The Boards of Directors of the Airpark North Metropolitan Districts Nos. 1-4 held a regular meeting, open to the public, via MS Teams at 10:00 a.m. on Monday, July 19, 2021.

Due to the threat to health and safety posed by the COVID-19 pandemic, this meeting was held via MS Teams.

ATTENDANCE:

Directors in Attendance:

Jeffrey Brines, President  
Curt Burgener, Vice President/Assistant Secretary  
Tammy Percy, Treasurer/Secretary  
Robert Eck, Assistant Secretary  
Erick Halverson, Assistant Secretary

Also in Attendance Were:

Alan Pogue, Esq.; Icenogle Seaver Pogue, P.C.  
Ryan Abbott, Molly Janzen, Casey Milligan, and Elaina Cobb;  
Pinnacle Consulting Group, Inc.

CALL TO ORDER

The meeting was called to order at 10:02 a.m. by Mr. Abbott, noting that a quorum was present. The Directors in attendance confirmed their qualifications to serve.

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COMBINED  
MEETING

The Districts are meeting in a combined Board meeting. Unless otherwise noted, the matters set forth below shall be deemed to be the actions of the Airpark North Metropolitan District No. 1, with concurrence by Airpark North Metropolitan District Nos. 2, 3 and 4.

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CONFLICT OF  
INTEREST DISCLOSURE

Mr. Pogue stated that notices of potential conflicts of interest for all Board Members were filed with the Colorado Secretary of State's Office, disclosing potential conflicts as Directors Brines, Burgener and Percy are employees of Interstate Land Holdings, LLC and Director Eck and Director Halverson are employees of Land Asset Strategies, which are associated with the primary landowners and developer within the Districts. Mr. Pogue advised the Boards that pursuant to Colorado law, certain disclosures by the Board Members

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might be required prior to taking official action at a meeting. The Boards reviewed the agenda for the meeting, following which each Board Member present confirmed the contents of the written disclosures previously made stating the fact and summary nature of any matters as required under Colorado law to permit official action to be taken at the meeting. Additionally, the Boards determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Boards to act.

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### AGENDA

The Boards reviewed the agenda. Upon motion duly made by Director Halverson, seconded by Director Pearcy, and upon vote, unanimously carried, it was

**RESOLVED** to approve the agenda, as amended to include:

III.B. i.3. Consider Approval of Master Services Agreement and Work Order 2021-01 with CMS Environmental Solutions for Storm Water Administration Services (\$7,215.00).

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### PUBLIC COMMENT

There were no comments made by members of the public.

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### CONSENT AGENDA ITEMS

The Boards considered the following consent agenda items:

- A. Approval of Minutes – April 19, 2021 Regular Meeting Minutes.
- B. Ratification of Payables.
- C. Capital Fund Summary.
- D. Ratification of Contract Modification Report.

Upon motion duly made by Director Eck, seconded by Director Halverson, and upon vote, unanimously carried, it was

**RESOLVED** to ratify and approve the items above, as presented.

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### CAPITAL INFRASTRUCTURE ITEMS

Capital Infrastructure Report: Mr. Milligan reviewed with the Board the Capital Infrastructure Report and answered questions.

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Bid Summary Memorandum – Airpark North Phase 1 Public Landscape: Mr. Milligan reviewed with the board the Bid Summary Memorandum and answered questions.

Construction Contract with Landtech Contractors: Mr. Milligan presented a Construction Contract with Landtech for Public Landscape Improvements. Upon motion duly made by Director Brines, seconded by Director Percy, and upon vote, it was unanimously

**RESOLVED** to approve a Construction Contract with Landtech Contractors for Public Landscape Improvements in an amount of \$232,285.62.

Master Services Agreement and Work Order 2021-01 with CMS Environmental Solutions for Storm Water Administration Services: Mr. Milligan reviewed with the Board the Master Services Agreement and Work Order 2021-01 with CMS Environmental Solutions for Storm Water Administration. Upon motion duly made by Director Eck, seconded by Director Halverson, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Master Services Agreement and Work Order 2021-01 with CMS Environmental Solutions for Storm Water Administration Services in an amount of \$7,215.00.

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### FINANCIAL ITEMS

Finance Manager's Update: Ms. Janzen provided the Finance Manager's Update to the Boards and answered questions.

Financial Statements as of May 31, 2021: Ms. Janzen reviewed the Financial Statements for the period ended May 31, 2021 with the Boards and answered questions. Upon motion duly made by Director Eck, seconded by Director Halverson, and upon vote, unanimously carried, it was

**RESOLVED** to accept the Financial Statements for the period ended May 31, 2021.

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### DISTRICT MANAGER'S ITEMS

Manager's Report: Mr. Abbott provided a verbal Manager's Report and answered questions.

Mr. Abbott discussed with the Boards the need for a possible work session prior to the 2022 Budget Hearing Board meeting. The

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consensus of the Boards was to not hold a work session prior to the October 18 Board meeting unless the budget is either above or below 20% of the expected totals.

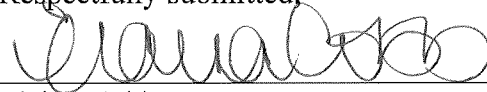
Mr. Abbott discussed with the Boards the options for holding Board meetings moving forward. Mr. Pogue recommended a hybrid model and not to have Board meetings held in person. The Boards agreed and would like the Board meetings to be held virtually but welcomed anybody to their office who wishes to participate in person.

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### ADJOURNMENT

There being no further business to come before the Boards, the meeting was adjourned 10:37 a.m.

Respectfully submitted,



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Elaina Cobb

Recording Secretary for the Meeting