

# DENVER CONNECTION WEST METROPOLITAN DISTRICT

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## NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Robert A. Johnson	President	2020/May 2020
Craig Wagner	Treasurer	2018/May 2018
Eric McEachen	Assistant Secretary	2020/May 2020
David Brown	Assistant Secretary	2020/May 2020
Jeff McGovern	Assistant Secretary	2018/May 2018
Lisa A. Johnson	Secretary	

DATE: July 25, 2017

TIME: 1:30 P.M.

PLACE: William Lyons Homes  
8480 E. Orchard Road, Suite 1000  
Greenwood Village, CO 80111

### I. ADMINISTRATIVE MATTERS

#### A. Present Conflict Disclosures.

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#### B. Approve Agenda, confirm location of the meeting and posting of meeting notices.

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#### C. Review and approve Minutes of the June 27, 2017 regular meeting (enclosure).

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### II. FINANCIAL MATTERS

#### A. Review and approve payment of claims through July 25, 2017 as follows (to be distributed at meeting):

Fund	Period Ending July 25, 2017
General	\$
Debt	\$ -0-
Capital	\$
<b>Total</b>	<b>\$</b>

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- B. Review and accept Cash Position Statement dated July 25, 2017 (to be distributed at meeting).
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- C. Ratify engagement of Ehlers, Inc. as External Financial Advisor related to the Series 2017A and 2017B Bonds.
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- D. Discuss status of 2017 Bond Issuance.
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### III. LEGAL MATTERS

- A. Discuss Service Plan compliance regarding the following:

1. Prevailing Wages.
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2. Small or Disadvantaged Business Enterprises.
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3. Public Art.
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- B. Discuss status of Service Agreement for Swimming Pool and Spa Design between the District and Joe King Enterprises, Inc. d/b/a Aquality Construction.
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- C. Discuss Tri-Party Agreement between the District, William Lyon Homes and the City and County of Denver regarding Gateway Public Improvements.
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### IV. COVENANT ENFORCEMENT/DESIGN REVIEW

- A. \_\_\_\_\_

### V. CONSTRUCTION MATTERS

- A. Engineer's Report (enclosure).

1. Discuss status of bids/construction of HUB Facility.
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2. Discuss status of bids/construction of Signal.
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3. Discuss status of bids/construction of Monument.
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- B. Discuss status of Infrastructure Acquisition Report No. 1.
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VI. OTHER BUSINESS

- A. \_\_\_\_\_

- VII. ADJOURNMENT     **THE NEXT REGULAR MEETING IS SCHEDULED FOR  
AUGUST 22, 2017.**

## **RECORD OF PROCEEDINGS**

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### **MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE DENVER CONNECTION WEST METROPOLITAN DISTRICT (THE “DISTRICT”) HELD JUNE 27, 2017**

A Regular meeting of the Board of Directors of the Denver Connection West Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, June 27, 2017, at 1:30 p.m., at the offices of William Lyons Homes, 8480 E. Orchard Road, Suite 1000, Greenwood Village, Colorado 80111. The meeting was open to the public.

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**Directors In Attendance Were:**

Robert A. Johnson  
Craig Wagner  
Eric McEachen  
David Brown  
Jeffrey McGovern

**Also In Attendance Were:**

Lisa A. Johnson; Special District Management Services, Inc.

Elisabeth Cortese, Esq.; McGeady Becher P.C.

Jason Carroll, CliftonLarsonAllen LLP

Kim Fiore; Independent District Engineering Services, LLC (via speakerphone)

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**DISCLOSURE OF  
POTENTIAL  
CONFLICTS OF  
INTEREST**

The Board noted that disclosures of potential conflict of interest statements for each of the Directors were filed with the Secretary of State seventy-two hours in advance of the meeting. Attorney Cortese requested that the Directors consider whether they had any additional conflicts of interest to disclose. Attorney Cortese noted for the record that there were no new disclosures made by the Directors present at the meeting and incorporated for the record those applicable disclosures made by the Board Members prior to this meeting and in accordance with the statutes. It was noted that disclosure statements had been filed for all Directors by the statutory deadline.

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## RECORD OF PROCEEDINGS

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### **ADMINISTRATIVE MATTERS**

**Agenda:** Ms. Johnson distributed for the Board's review and approval a proposed Agenda for the District's regular meeting.

Following discussion, upon motion duly made by Director McGovern, seconded by Director Johnson and, upon vote unanimously carried, the Agenda was approved, as amended.

**Approval of Meeting Location:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, and upon motion duly made by Director McGovern, seconded by Director Johnson and, upon vote, unanimously carried, the Board determined that because there was not a suitable or convenient location within its boundaries, or within the county the District is located, to conduct this meeting, it was determined to conduct the meeting at the above-stated location. The Board further noted that notice of this location was duly posted and that they have not received any objections to the location or any requests that the meeting place be changed by taxpaying electors within its boundaries.

**Minutes:** The Board reviewed the Minutes of the May 23, 2017 Regular Meeting.

Following discussion, upon motion duly made by Director Brown, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the Minutes of the May 23, 2017 Regular Meeting, as presented.

### **FINANCIAL MATTERS**

**Claims:** The Board considered approval of the payment of claims as follows:

Fund	Period Ending June 27, 2017
General	\$ 11,669.56
Debt	\$ -0-
Capital	\$ 97,190.13
<b>Total</b>	<b>\$ 108,859.69</b>

Following discussion, upon motion duly made by Director Wagner seconded by Director McGovern and, upon vote, unanimously carried, the Board approved the payment of claims, subject to final review by the developer and receipt of funding.

**Cash Position Statement:** Mr. Carroll presented to the Board the schedule of cash position statement dated June 27, 2017.

## RECORD OF PROCEEDINGS

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Following review, upon motion duly made by Director Johnson, seconded by Director Wagner and, upon vote, unanimously carried, the Board accepted the schedule of cash position statement dated June 27, 2017.

**2017 Budget Amendment Hearing:** The President opened the public hearing to consider the Resolution to Amend the 2017 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2017 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. There were no comments from the public in attendance and the public hearing was closed.

Following review and discussion, Director McGovern moved to adopt the Resolution to Amend 2017 Budget, Director McEachen seconded the motion and, upon vote, unanimously carried, the Board adopted the Resolution to Amend the 2017 Budget. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

**External Financial Advisor:** Attorney Cortese reviewed with the Board various proposals for External Financial Advisors.

Following review and discussion, upon motion duly made by Director Johnson, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the engagement of Kipling Jones & Co. as External Financial Advisor related to the 2017 A & B Bond issuance.

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### **LEGAL MATTERS**

**Service Plan Compliance:** *Prevailing Wages:* There was nothing new to report.

*Small or Disadvantaged Business Enterprises (M/WBE):* There was nothing new to report.

*Public Art:* There was nothing new to report.

**Service Agreement for Swimming Pool and Spa Design:** Attorney Cortese reported to the Board that she will finalize the Agreement and circulate to the contractor and Director Johnson for review.

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## RECORD OF PROCEEDINGS

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### COVENANT ENFORCEMENT/ DESIGN REVIEW

**Tri-Party Agreement between the District, William Lyon Homes and the City and County of Denver regarding Gateway Public Improvements:** Attorney Cortese presented to the Board a draft agreement regarding the Gateway Public Improvements. She noted that she has a meeting on June 29, 2017 with the City and County of Denver to review and discuss.

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### CONSTRUCTION MATTERS

**Engineer's Report:** Ms. Fiore reviewed with the Board the Engineers report dated June 27, 2017. A copy of the report is attached hereto and incorporated herein by this reference.

**Bids/Construction of Signal:** It was noted that base bid documents have been created and the invitation to bid is expected to be sent out before the end of the month.

**Bids/Construction of Monument:** It was noted that base bid documents have been created and the invitation to bid is expected to be sent out before the end of the month.

**Bids/Construction of HUB Facility:** It was noted that base bid documents have been created and the invitation to bid is expected to be sent out after the signal and monument bids.

**Infrastructure Acquisition Report No. 1:** Ms. Fiore reported to the Board that invoices were received on June 23, 2017 and they are working to prepare Infrastructure Acquisition Report No. 1.

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### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote unanimously carried, the meeting was adjourned.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

## RECORD OF PROCEEDINGS

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THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 27, 2017  
REGULAR MINUTES OF THE DENVER CONNECTION WEST  
METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING  
BELOW:

\_\_\_\_\_  
Robert A. Johnson

\_\_\_\_\_  
Craig Wagner

\_\_\_\_\_  
Eric McEachen

\_\_\_\_\_  
David Brown

\_\_\_\_\_  
Jeffrey McGovern



RESOLUTION TO AMEND 2017 BUDGET  
DENVER CONNECTION WEST METROPOLITAN DISTRICT

WHEREAS, the Board of Directors of the Denver Connection West Metropolitan District adopted a budget and appropriated funds for the fiscal year 2017 as follows:

General Fund	\$	67,500
Debt Service Fund:	\$	444,460
Capital Projects Fund:	\$	9,974,934

WHEREAS, the necessity has arisen for additional expenditures in the Capital Projects Fund requiring the unanticipated expenditure of funds in excess of those appropriated for the fiscal year 2017; and

WHEREAS, the expenditure of such funds is a contingency which could not have been reasonably foreseen at the time of adoption of the budget; and

WHEREAS, funds are available for such expenditures in the Capital Projects Fund from bond proceeds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Denver Connection West Metropolitan District shall and hereby does amend the adopted Budget for the fiscal year 2017 and adopts a supplemental budget and appropriation for the Capital Projects Fund for the fiscal year 2017, as follows:

Capital Projects Fund	\$14,000,000
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BE IT FURTHER RESOLVED, that such sums are hereby appropriated from the revenues of the District to the proper funds for the purposes stated.

DATED this 27th day of June, 2017.

DENVER CONNECTION WEST METROPOLITAN  
DISTRICT

By:

  
Secretary

# DENVER CONNECTION WEST METRO DISTRICT

## Board Meeting Project Status

June 27, 2017



### Project Work

#### Monthly Site Visit

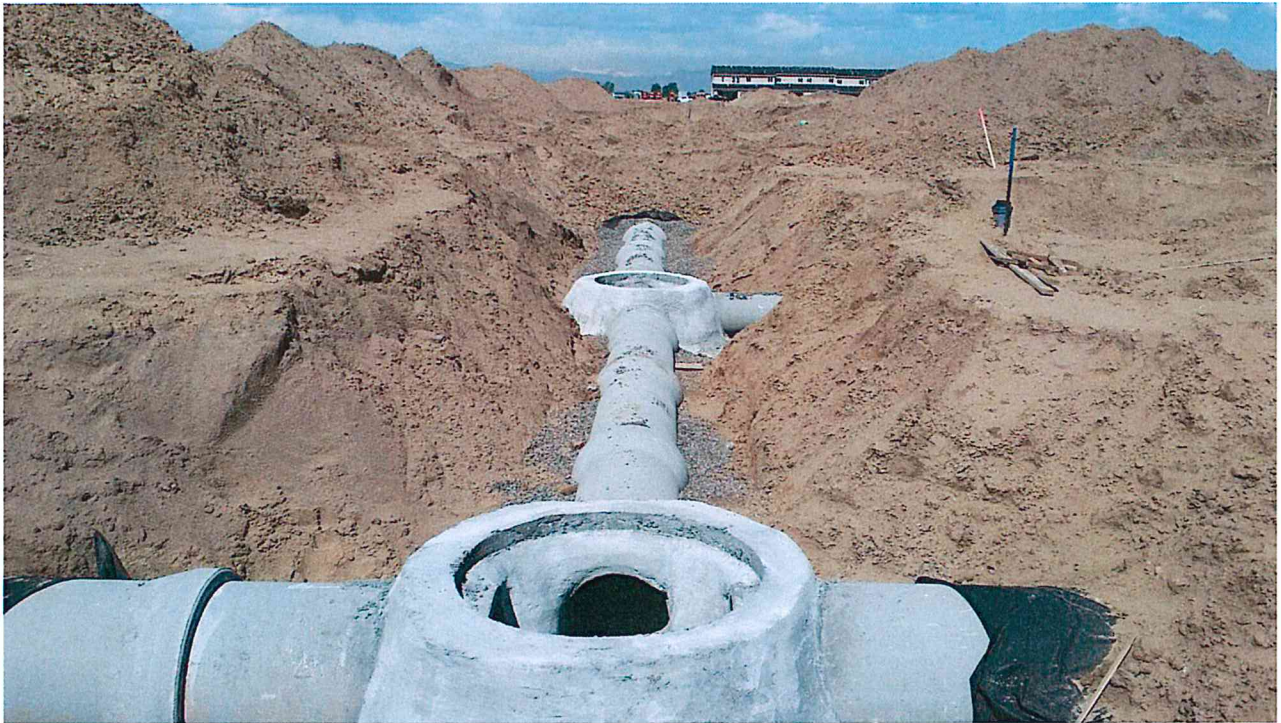
A site visit to see the general progress of construction was done on 5/5/17.

- Bringing in fill to bring the park site up is on hold;
- Storm is being installed in the Multifamily area.
- The water services are complete in the north Single Family area.
- Utility construction is ongoing in the Single Family area south of the channel.
- Concrete construction has started.
- Model construction is ongoing
- Fence construction is ongoing.
- It is anticipated the Multifamily models will be complete early July.

#### Infrastructure Acquisition

- The Infrastructure Acquisition Report #1 will begin when invoices are available. Report #1 will cover all work up to the current month. Then reports will be monthly after that.





## **Construction Contract Documents**

### **Contractor Contracts**

- Prequalification
  - As part of Outreach, a prequalification ad will be sent out before June 23 to request M/WBE contractors to submit prequalification information for upcoming bidding.
- Signalization Bid
  - Bid Documents created;
  - Denver Goals Committee set a goal of 15% M/WBE participation;
  - Invitation to bid is expected to be sent out before June 23.
- Monuments Bid
  - Bid Documents created;
  - Invitation to bid is expected to be sent out before June 23.
- HUB Bid
  - Bid Documents created;
  - Denver Goals Committee set a goal of 28% M/WBE participation;
  - Invitation to bid is expected to be sent out after the Signal and Monument Bids.
  - Status of Interior Design?
  - Status of Pool Design?
- Future Bids
  - Additional bid packages will be created and sent out as plans and specifications become available.
  - Future bid costs will be sent to the Goals Committees for review until an overall project Goals Plan has been established.

**District Contract Change Orders**

None

**Consultant/Vendor Agreements**

**Consultant/Vendor Agreements**

None

**Other Matters**

None



# DENVER CONNECTION WEST METRO DISTRICT

## Board Meeting Project Status

July 25, 2017



### **Project Work**

#### **Monthly Site Visit**

A site visit to see the general progress of construction were done on 5/31/17 and 7/18/17.

- Bringing in fill to bring the park site up has been resumed;
- All utilities are in for the areas north of the channel. Storm tie ins in Green Valley Ranch Boulevard are being done currently.
- All sanitary sewer and water is in the south single family area.
- Sanitary sewer is complete and water has started for the south multifamily area.
- Half the allys are complete in the north multifamily area.
- All the curb and gutter, sidewalks, paving, signs and streetlights necessary to serve the models are complete.
- Gas for the models will be live on 7/19/17. Electric for the models will be live 7/22/17.
- Model construction is ongoing
- Fence construction and staining is ongoing.
- Concrete will continue north of the channel in preparation for paving the first week of August.

#### **Infrastructure Acquisition**

- Invoices were received. Review of invoices and creation of Report #1 will start shortly.





## **Construction Contract Documents**

### **Contractor Contracts**

- Prequalification
  - As part of Outreach, a prequalification ad will be sent out before June 23 to request M/WBE contractors to submit prequalification information for upcoming bidding.
- Signalization Bid
  - Bid Opening scheduled for July 20, 2017.
- Monuments Bid
  - Bid directly through the Developer.
- HUB Architectural Bid
  - Invitation to bid was sent to MW Golden, Golden Triangle and Hal Irwin on 7/14/17.
  - No M/WBE firms were listed on the City and County Website for this type of work.
  - This bid does not include the pool or the interior.
  - Bid Opening scheduled for August 3, 2017.
- Future Bids
  - Additional bid packages will be created and sent out as plans and specifications become available.
  - Future bid costs will be sent to the Goals Committees for review until an overall project Goals Plan has been established.

### **District Contract Change Orders**

None

## **Consultant/Vendor Agreements**

### **Consultant/Vendor Agreements**

Request for Proposals for the design of the HUB Interior was sent out July 17, 2017.

### **Other Matters**

None