

**BELLE CREEK METROPOLITAN DISTRICT NO. 1**

10693 Belle Creek Boulevard, Henderson, CO

Thursday, August 15, 2019

5:30 p.m.

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Nephi Wright, President

Term to May 2022

Shannon Wester, Vice President

Term to May 2020

Eric Henderson, Secretary

Term to May 2020

Barbara Southwell, Assistant Secretary

Term to May 2020

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**NOTICE OF SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF  
BELLE CREEK METROPOLITAN DISTRICT NO. 1**

NOTICE IS HEREBY GIVEN that the Board of Directors of BELLE CREEK METROPOLITAN DISTRICT NO. 1, will meet on Thursday August 15, 2019 at the hour of 5:30 p.m., at 10693 Belle Creek Boulevard, The meeting is open to the public.

**AGENDA**

1. Call to Order
2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures
3. Approval of the Agenda
4. Appoint Board Member – Kevin Vincel
5. Oath of Office – Kevin Vincel
6. Administrative Matters
  - a. Consider Approval Minutes – July 2, 2019
  - b. Consider Approval of Claims/Ratify Disbursements
  - c. Review Financial Statements – 2<sup>nd</sup> quarter 2019
7. YMCA Report
8. Management Report
9. Legal Matters
10. Other Business
  - a. Next regular meeting Tuesday, September 3, 2019 at 5:30 PM
11. Public Comment – Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes. Please sign in.
12. Director's Items
13. Adjournment

## Laurie Tatlock

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**From:** Kevin Vincel <KVincel@sacfd.org>  
**Sent:** Wednesday, July 24, 2019 11:08 AM  
**To:** Laurie Tatlock  
**Subject:** RE: Belle Creek Metropolitan District Board

Good morning Laurie,

Here is a little summary about myself and qualifications:

My name is Kevin Vincel a native of Colorado for 45 years. I reside at 10644 Belle Creek Blvd, and have been a resident of Belle Creek since its inception (2003) and absolutely love the community! I am very interested in a position on the Belle Creek Board of Directors. A little bit about my profession career; I am the Fire Chief of South Adams County Fire Department, and have been employed there for 24 years. I have college degrees in Fire Science and Fire Service Management among many other certifications that deal with fire codes, business management, fire investigations, and firefighting operations. The SACFD is a Special District type Fire Department which operates similar to a Metro District. We are held under the Colorado State Statutes Title 32 which I am very versed in. I have been conducting and attending board meetings much of my career and very familiar with laws and regulations of Special Districts. I feel I would be a great addition to the Belle Creek Board of Directors in which I would support and assist anyway possible. I also have many connections with the City of Commerce City and their Council due to working so close with them for many years, which could be an asset to the Board. Thank you for considering me for this position and I look forward to attending the August 15<sup>th</sup> meeting.

Respectfully,



Kevin S. Vincel  
Fire Chief  
South Adams County Fire District  
6050 Syracuse St.  
Commerce City, CO 80022-2006  
PH 303-288-0835 FAX 303-288-5977  
CELL 303-807-0705  
Email: [kvincel@sacfd.org](mailto:kvincel@sacfd.org)  
Web Site: [www.sacfd.org](http://www.sacfd.org)

### NOTICE OF CONFIDENTIALITY

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**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS  
OF  
BELLE CREEK METROPOLITAN DISTRICT NO. 1**

Held: Tuesday, July 2, 2019, at 5:00 p.m. at 10693 Belle Creek Boulevard, Henderson, CO

Call to Order

A Meeting of the Board of Directors of the Belle Creek Metropolitan District No. 1, Adams County Colorado, was called to order and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following Directors present and acting:

Eric Henderson, Barbara Southwell, and Nephi Wright

Upon motion duly made, seconded and, upon vote, unanimously carried; the Board excused the absence of Director Shannon Wester.

Also in attendance were:

Laurie Tatlock, Mulhern MRE, Inc., Cindy Moris and Amy Ostendorf, YMCA, Heather Hartung, White Bear Ankele Tanaka & Waldron; and Sophie Martinez, 10758 Akron Street.

Declaration of Quorum/Director Qualifications/Disclosure of Conflicts

A quorum was present. It is the responsibility of each Director to disclose any matter of conflict of interest with the District to the Board prior to each meeting and any such potential conflict must also be filed with the Secretary of State. An annual Conflict of Interest Disclosure must also be filed with the Colorado Secretary of State

The Board reviewed the proposed agenda. Upon motion duly made, seconded and, upon vote, unanimously carried; the Board approved the agenda.

Administrative Matters

Draft minutes from the June 4, 2019 meeting of the Board of Directors were distributed before the meeting for review. Following discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the minutes from the June 4, 2019 meeting were approved.

After review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the payment of claims, checks numbered 8183-8198, and ACH payments to Xcel Energy on 06/17/2019 in the amount of \$251.71 and Marlin Business Bank on 06/13/2019 in the amounts of \$183.47 and \$481.27.

YMCA Report

YMCA staff reviewed their report with the Board. The Board will need to review expenditures to see if the gym window tinting is possible this year. Upon motion duly made, seconded, and upon vote, unanimously carried, the Board authorized expenditure of up to \$5,000 for new carpet to be installed after painting.

Management Report

Laurie Tatlock reviewed the Metro District Update, dated July 1, 2019 with the Board. The Board reviewed the proposal from EDI, Inc. to add the grass area and the pet waste station that is behind the townhomes on Belle Creek Boulevard and Longs Peak Drive, just south of the Community Garden and the 3 pet waste stations in the Richmond development to the scope of work that Environmental Designs, Inc. completes at a total cost of \$2,803.31 or \$280.33 per month to their other contracts. Upon motion duly made, seconded, and upon vote, unanimously carried, the Board authorized the added services.

#### Legal Matters

The Board will meet with the Covenant Enforcement Committee to discuss the proposals from the law firms that have submitted letters of interest to represent the District in their Covenant Enforcement lawsuits. Upon motion duly made, seconded, and upon vote, unanimously carried, the Board authorized legal counsel to hire the Adams County Sheriff to serve a contempt citation to the owner of 10853 Belle Creek Boulevard.

#### 2018 Audit

Staff and the auditors have added a management's discussion and analysis as a supplement to the basic financial statements. Upon motion duly made, seconded, and upon vote, unanimously carried, the Board accepted the 2018 audited financial statements.

#### Other Business

The Board discussed and agreed to move the starting time for Board meetings to 5:30 pm. As *National Night Out* is scheduled for the regular board meeting date, the Board will hold a Special Meeting on Thursday, August 15, 2019 at 5:30 pm.

#### Public Comment

Sophie Martinez shared with the Board that she had designed her name and logo for the new preschool and would be submitting her licensing application to the State of Colorado next week.

#### Director Items

None.

#### Adjournment

Upon motion duly made and seconded, and upon vote unanimously carried the meeting was adjourned.

Respectfully submitted,

By:

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

THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 4, 2019 MINUTES OF THE BELLE CREEK METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS.

# Belle Creek Metro District Check Detail

July 2 through August 15, 2019

Num	Date	Name	Memo	Paid Amount
ACH	07/15/2019	Marlin Business Bank	241348	
071219	07/15/2019		7/2019 Copier Lease	324.46
				<u>324.46</u>
				-
ACH	07/16/2019	Xcel Energy	53-3400348-0	-
				-
3400348-0619	06/30/2019		5/23-6/24 Natural Gas Service	87.89
				<u>87.89</u>
				-
8199	07/31/2019	American Handyman, Inc.		-
				-
7102019	07/31/2019		7/10 Trim & Siding Repairs	2,670.00
073019	07/31/2019		7/30 Park Bench Install	674.00
073019-2	07/31/2019		7/30 Demo/Removal of Roll-Up Fire Door	1,463.00
				<u>4,807.00</u>
				-
8200	07/31/2019	Animal & Pest Control Specialists		-
				-
62239	07/31/2019		7/6 Prairie Dog Control	120.00
62240	07/31/2019		7/6 Prairie Dog Control	336.00
				<u>456.00</u>
				-
8201	07/31/2019	Backflow Tech	7/12 Backflow Certification	-
				-
113791	07/31/2019		7/12 Backflow Certification	85.00
				<u>85.00</u>
				-
8202	07/31/2019	Comcast Business	8497 10 168 0299335	-
				-
0299335-0719	07/31/2019		7/8 - 8/7 Phone/Internet/Cable	434.43
				<u>434.43</u>
				-
8203	07/31/2019	Environmental Designs, Inc.		-
				-
119462	06/30/2019		6/18 Irrigation Repairs	306.10
119611	06/30/2019		6/2019 Irrigation Repairs	7,750.82
119981	07/31/2019		7/2019 Landscaping Contract	5,405.00
			7/2019 Landscaping Contract	345.00
119982	07/31/2019		7/2019 Multi-Purpose Fields LS	857.21
120321	07/31/2019		7/4 Multi-Purpose Fields - Irrig Repairs	206.19
120275	07/31/2019		7/1 Irrigation Repairs	348.72
120264	07/31/2019		7/1 Multi-Purpose Fields - Irrig Repairs	160.85
120537	07/31/2019		7/12 Athletic Field Irrig Maint.	98.45
				<u>15,478.34</u>
				-

# Belle Creek Metro District Check Detail

July 2 through August 15, 2019

8204	07/31/2019	Mulhern MRE, Inc	6/2019 Management & Accounting	-
				-
MMRE6122	06/30/2019		6/2019 Management Expense	5,027.50
			6/2019 Management Expense - Reimbursable	489.14
			6/2019 Accounting Fees	2,488.00
				<u>8,004.64</u>
				-
8205	07/31/2019	Precision West Signs, LLC	VOID: 4/4 Sign Removal - 104th & Belle Cre	-
				-
				-
				-
8206	07/31/2019	South Adams County Water & Sanitation	6/5 - 7/4 Irrigation Service	-
				-
063019-Group	06/30/2019		0603185.00-9501 E 109th Place-6/5 - 7/4 Irrig	50.40
			0603186.00-9455 E 109th Cir-6/5 - 7/4 Irrigati	113.40
			0603788.00-9388 E 107th Pl-6/5 - 7/4 Irrigatio	34.01
			0603925.00-10693 Belle Creek Blvd-6/5 - 7/4	593.53
			0603951.00-10746 Boston St-6/5 - 7/4 Irrigati	195.30
			0603952.00-10762 1/2 Dayton Way-6/5 - 7/4 I	529.20
			0603953.00-10766 1/2 Dayton Way-6/5 - 7/4 I	220.50
			0603954.00-10648 Dayton Way-6/5 - 7/4 Irrig	151.20
			0603955.00-10665 Dayton Way-6/5 - 7/4 Irrig	327.60
			0603956.00-9197 1/2 E 107th Ave-6/5 - 7/4 In	529.20
			0603957.00-9186 1/2 E 107th Ave-6/5 - 7/4 In	396.90
			0603961.00-10850 Beeler St-6/5 - 7/4 Irrigatio	270.90
			0603962.00-10920 Belle Creek Blvd-6/5 - 7/4	371.70
			0603963.00-9242.5 E 108th Ave-6/5 - 7/4 Irrig	617.40
			0603964.00-9504 E 108th Ave-6/5 - 7/4 Irrigal	340.20
			0603965.00-10900 Dayton Way-6/5 - 7/4 Irrig	214.20
			0603966.00-10954 Dayton Way-6/5 - 7/4 Irrig	239.40
			0603967.00-9478 E 109th Ave-6/5 - 7/4 Irrigal	315.00
			0603968.00-10912 1/2 Beeler St-6/5 - 7/4 Irrig	365.40
			0603969.00-9394 E 104th Pl-6/5 - 7/4 Irrigatio	144.90
			0603971.00-10500 Belle Creek Blvd-6/5 - 7/4	63.00
			0603989.00-10611 Belle Creek Blvd-6/5 - 7/4	919.80
				<u>7,003.14</u>
				-
8207	07/31/2019	Turf Talent	4/11/19 FC Snow Removal	-
				-
16976	05/31/2019		4/11/19 FC Snow Removal	1,114.50
				<u>1,114.50</u>
				-
8208	07/31/2019	United Power		-
				-
053119-Group	05/31/2019		6915204-9169 E 107th Dr - 5/14-6/14 Electric	21.06
			7474401-10693 Belle Creek Blvd - 5/14-6/14 I	2,430.40
			7830401-9176 E 107th Ave - 5/14-6/14 Electri	21.39
			7830601-9480 E 106th Place - 5/14-6/14 Elec	20.61

## Belle Creek Metro District Check Detail

July 2 through August 15, 2019

			7830701-10650 Dayton Way - 5/14-6/14 Elect	20.60
			7830801-1076 US Hwy 85 - 5/14-6/14 Electric	20.61
			7830901-10766 Dayton Way - 5/14-6/14 Elect	20.60
			7831001-10743 Belle Creek - 5/14-6/14 Electr	20.89
			7831101-10754 E Boston St - 5/14-6/14 Elect	20.60
			8820101-10764 Dayton Way - 5/14-6/14 Elect	20.60
			8820201-10767 Dayton Way - 5/14-6/14 Elect	20.60
			8921401-9469 E 109th Place - 5/14-6/14 Elec	20.85
			8921501-10830 Beeler St - 5/14-6/14 Electric	20.61
			9088701-10900 Beller St - 5/14-6/14 Electric	20.61
			9088801-10956 Dayton Way - 5/14-6/14 Elect	21.39
			9089001-10900 Dayton Way - 5/14-6/14 Elect	20.62
			9580400-10897 Dayton Way - 5/14-6/14 Elect	21.29
			9581500-10803 Dayton Way - 5/14-6/14 Elect	20.61
			10786001-10404.5 Belle Creek Blvd - 5/14-6/1	21.75
			13597000-10613 Belle Creek Blvd - 5/14-6/14	21.85
Group Inv - 062019	06/30/2019		6915204-9169 E 107th Dr-6/14-7/17 Electric	21.29
			7474401-10693 Belle Creek Blvd-6/14-7/17 E	3,250.62
			7830401-9176 E 107th Ave-6/14-7/17 Electric	21.39
			7830601-9480 E 106th Pl-6/14-7/17 Electric	20.72
			7830701-10650 Dayton Way-6/14-7/17 Electri	20.60
			7830801-10763 US Hwy 85-6/14-7/17 Electric	20.61
			7830901-10766 Dayton Way-6/14-7/17 Electri	20.62
			7831001-10743 Belle Creek-6/14-7/17 Electric	21.08
			7831101-10754 E Boston St-6/14-7/17 Electri	20.60
			8820101-10764 Dayton Way-6/14-7/17 Electri	20.60
			8820201-10767 Dayton Way-6/14-7/17 Electri	20.60
			8921401-9469 E 109th Pl-6/14-7/17 Electric	20.95
			8921501-10830 Beeler St-6/14-7/17 Electric	20.61
			9088701-10900 Beeler St-6/14-7/17 Electric	20.72
			9088801-10956 Dayton Way-6/14-7/17 Electri	21.63
			9089001-10900 Dayton Way-6/14-7/17 Electri	20.84
			9580400-10897 Dayton Way-6/14-7/17 Electri	21.39
			9581500-10803 Dayton Way-6/14-7/17 Electri	20.61
			10786001-10404.5 Belle Creek Blvd-6/14-7/1	22.32
			13597000-10613 Belle Creek Blvd-6/14-7/17 I	21.97
				<hr/> 6,477.31
				-
8209	07/31/2019	Waste Management		-
				-
				-
			7/2019 Trash Service	52.30
5941227-2514-8	07/31/2019		7/2019 Trash Removal	143.52
5938319-2514-8	07/31/2019			<hr/> 195.82
				-
8210	07/31/2019	White Bear Ankele Tanaka & Waldron	VOID:	-
				-
				-
				-

## Belle Creek Metro District Check Detail

July 2 through August 15, 2019

8211	07/31/2019	YMCA of Metro Denver	-
			-
07101954-Exp	06/30/2019	6/5 Home Depot-Alphabet Soup Supplies	33.40
		6/5 Sam's Club-Easter Supplies	158.80
		6/5 Sam's Club-Easter Supplies	157.32
		6/5 Sam's Club-Building Supplies	93.72
		6/5 Sam's Club-Easter Supplies	27.14
		6/5 Sam's Club-Before & After Supplies	25.94
		6/5 Sam's Club-Building Supplies	7.72
		6/5 Sam's Club-Alphabet Soup Supplies	64.87
		6/5 Sam's Club-Office Supplies	29.98
		6/5 Sam's Club-Before & After Supplies	28.02
		6/5 Sam's Club-Building Supplies	21.41
		6/5 Sam's Club-Office Supplies	3.44
		6/5 Sam's Club-Alphabet Soup Supplies	68.15
		6/13 Mile High Lock Service-Exit Device Repa	365.00
		6/13 S&S-Summer Camp Supplies	731.56
		6/26 Sam's Club-Building Supplies	4.97
		6/26 Sam's Club-Building Supplies	22.88
		6/26 Sam's Club-Alphabet Soup Supplies	29.92
		6/26 Sam's Club-Summer Camp Supplies	32.41
		6/26 Sam's Club-Building Supplies	40.94
		6/26 Sam's Club-Summer Camp Supplies	11.94
		6/26 Sam's Club-Hard Drive	49.97
		6/26 Home Depot-Comm Clean Up Supplies	50.88
		June 2019 Child Care Staff	8,029.66
		June 2019 Fitness Classes & Child Watch	300.00
07101954-Mgmt	07/16/2019	July 2019 Management Fee	13,170.00
			<u>23,560.04</u>
			-
8212	08/08/2019	Environmental Designs, Inc.	-
			-
121032	08/31/2019	8/2019 Landscaping Contract	5,405.00
		8/2019 Landscaping Contract	345.00
121033	08/31/2019	8/2019 Multi-Purpose Fields LS	857.21
			<u>6,607.21</u>
			-
8213	08/08/2019	South Adams County Water & Sanitation	-
		7/5 - 8/4 Irrigation Service	-
			-
Group- 7/19	07/31/2019	0603185.00-9501 E 109th Place-7/5 - 8/4 Irrig	94.50
		0603186.00-9455 E 109th Cir-7/5 - 8/4 Irrigati	132.30
		0603788.00-9388 E 107th Pl-6/5 - 7/4 Irrigatio	58.86
		0603925.00-10693 Belle Creek Blvd-7/5 - 8/4	952.63
		0603951.00-10746 Boston St-7/5 - 8/4 Irrigati	1,115.10
		0603952.00-10762 1/2 Dayton Way-7/5 - 8/4 I	642.60
		0603953.00-10766 1/2 Dayton Way-7/5 - 8/4 I	812.70
		0603954.00-10648 Dayton Way-7/5 - 8/4 Irrig:	201.60
		0603955.00-10665 Dayton Way-7/5 - 8/4 Irrig:	699.30



## Belle Creek Metro District Check Detail

July 2 through August 15, 2019

			0603956.00-9197 1/2 E 107th Ave-7/5 - 8/4 Irr	579.60
			0603957.00-9186 1/2 E 107th Ave-7/5 - 8/4 Irr	352.80
			0603961.00-10850 Beeler St-7/5 - 8/4 Irrigatio	604.80
			0603962.00-10920 Belle Creek Blvd-7/5 - 8/4	510.30
			0603963.00-9242.5 E 108th Ave-7/5 - 8/4 Irrig	1,556.10
			0603964.00-9504 E 108th Ave-7/5 - 8/4 Irrigat	686.70
			0603965.00-10900 Dayton Way-7/5 - 8/4 Irrig	787.50
			0603966.00-10954 Dayton Way-7/5 - 8/4 Irrig	453.60
			0603967.00-9478 E 109th Ave-7/5 - 8/4 Irrigat	768.60
			0603968.00-10912 1/2 Beeler St-7/5 - 8/4 Irrig	585.90
			0603969.00-9394 E 104th Pl-7/5 - 8/4 Irrigatio	680.40
			0603971.00-10500 Belle Creek Blvd-7/5 - 8/4	270.90
			0603989.00-10611 Belle Creek Blvd-7/5 - 8/4	2,198.70
				<u>14,745.49</u>
				-
8214	08/08/2019	Waste Management		-
				-
5972714-2514-7	08/31/2019		8/2019 Trash Removal	143.52
5975780-2514-5	08/31/2019		8/2019 Trash Service	52.27
				<u>195.79</u>
				-
8215	08/13/2019	void		-
				-
				-
				-
8216	08/13/2019	void		-
				-
				-
8217	08/15/2019	White Bear Ankele Tanaka & Waldron		-
				-
5505	05/31/2019		5/2019 Legal Fees - Covenant Control	90.00
			5/2019 Legal Fees - Covenant Control	153.00
			5/2019 Legal Fees - Covenant Control	48.00
			5/2019 Legal Fees - Covenant Control	150.00
			5/2019 Legal Fees - Covenant Control	300.00
			5/2019 General Covenant/Collection Legal Fe	408.50
5438	05/31/2019		5/2019 Legal Fees	850.16
				<u>1,999.66</u>
			<b>TOTAL</b>	<u><u>91,576.72</u></u>

3:44 PM  
08/13/19  
Accrual Basis

**Belle Creek Metro District**  
**Balance Sheet**  
**As of June 30, 2019**

	<u>Jun 30, 19</u>
<b>ASSETS</b>	
Current Assets	
Checking/Savings	
CASH and EQUIVALENTS	
Colorado State Bank & Trust	74,368
ColoTrust - Consolidated	714,239
Total Checking/Savings	788,607
Accounts Receivable	
Property Collections Receivable	21,677
Total Accounts Receivable	21,677
Other Current Assets	
Misc. Receivable	50,321
Property Tax Receivable	166,721
Property Tax Receivable - Debt	172,949
Total Other Current Assets	389,991
Total Current Assets	1,200,275
Fixed Assets	
Total Capital Assets	
Accumulated Depreciation	-2,155,984
Family Center	3,653,202
Parks & Landscaping	2,061,529
Total Total Capital Assets	3,558,747
Total Fixed Assets	3,558,747
Other Assets	
Amt Provided for LT Debt Retire	6,571,791
Total Other Assets	6,571,791
<b>TOTAL ASSETS</b>	<b>11,330,813</b>

3:44 PM

08/13/19

Accrual Basis

**Belle Creek Metro District**  
**Balance Sheet**  
As of June 30, 2019

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	Jun 30, 19
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable - Trade	37,832
Total Accounts Payable	37,832
Total Current Liabilities	37,832
Long Term Liabilities	
Bonds Payable	3,414,791
Subordinate Note Payable	3,157,000
Total Long Term Liabilities	6,571,791
Total Liabilities	6,609,623
Equity	
FUND BALANCE	167,892
Retained Earnings	62,859
Total Invested in FA	
Investment in Fixed Assets	3,558,747
Total Total Invested in FA	3,558,747
Net Income	931,692
Total Equity	4,721,190
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>11,330,813</b>

2:20 PM

08/13/19

Accrual Basis

**Belle Creek Metro District**  
**Income Statement by Class**  
 January through June 2019

	1 General Fund	3 Debt Service	TOTAL
<b>Ordinary Income/Expense</b>			
Income			
Adams County Property Tax	480,719	0	480,719
Adams County Property Taxes	0	519,487	519,487
Charter School Fees	22,651	0	22,651
CO Conservation Trust	0	5,174	5,174
ELC Revenue	108,165	0	108,165
FC Community Garden	680	0	680
FC Concession Fees	601	0	601
FC User Fees	14,560	0	14,560
Legal Collections (Covenant)	2,460	0	2,460
Property Fine Fees	2,460	0	2,460
Specific Ownership Tax	38,528	0	38,528
Total Income	670,824	524,661	1,195,485
Gross Profit	670,824	524,661	1,195,485
Expense			
Accounting Fees	22,623	0	22,623
Audit Fees	4,700	0	4,700
Covenant Control	9,417	0	9,417
Director's Fees	5,000	0	5,000
ELC Expenses	52,228	0	52,228
Family Center Staffing & OH	92,712	0	92,712
FC Utilities & Repair & Maint	91,435	0	91,435
General & Administrative	1,130	0	1,130
Insurance	5,449	0	5,449
Interest Expense	0	96,297	96,297
Landscape Contract	32,421	0	32,421
Landscape Irrigation	19,584	0	19,584
Legal Fees	19,524	0	19,524
Management Fees	23,185	0	23,185
Other Common Area R&M	2,511	0	2,511
Paying Agent Fees	269	0	269
Payroll Taxes	443	0	443
Snow Removal	818	0	818
Treasurer's Fees	7,212	1,488	8,700
Treasurer Fees	0	6,306	6,306
Total Expense	390,660	104,091	494,750
Net Ordinary Income	280,164	420,570	700,735
<b>Other Income/Expense</b>			
Other Income			
Development Fees	126,500	99,000	225,500
Interest Income - Other	84	9	93
Interest Income - Investments	4,570	0	4,570
Interest Income - Other	0	82	82
Miscellaneous Income	3,041	0	3,041
Total Other Income	134,196	99,091	233,287
Other Expense			
Bad Debt Expense	2,329	0	2,329
Total Other Expense	2,329	0	2,329
Net Other Income	131,867	99,091	230,958
<b>Net Income</b>	<b>412,031</b>	<b>519,662</b>	<b>931,692</b>

**Belle Creek Metro District**  
**Profit & Loss Budget vs. Actual**  
January through June 2019

	<u>Jan - Jun 19</u>	<u>Budget</u>	<u>\$Over/(Under) Budget</u>
Ordinary Income/Expense			
Income			
Adams County Property Tax	480,719	490,000	(9,281)
Adams County Property Taxes	519,487	529,000	(9,513)
Charter School Fees	22,651	47,000	(24,349)
CO Conservation Trust	5,174	8,000	(2,826)
ELC Revenue	108,165	165,000	(56,835)
FC Community Garden	680	0	680
FC Concession Fees	601	12,000	(11,399)
FC User Fees	14,560	33,000	(18,440)
Legal Collections (Covenant)	2,460	0	2,460
Property Fine Fees	2,460	0	2,460
Specific Ownership Tax	38,528	80,000	(41,472)
Total Income	<u>1,195,485</u>	<u>1,364,000</u>	<u>(168,515)</u>
Gross Profit	1,195,485	1,364,000	(168,515)
Expense			
Accounting Fees			
Accounting/Collection Fees	0	0	0
Bank Charges	118	0	118
Accounting Fees - Other	22,505	20,000	2,505
Total Accounting Fees	<u>22,623</u>	<u>20,000</u>	<u>2,623</u>
Alley Repairs	0	10,000	(10,000)
Audit Fees	4,700	5,000	(300)
Belle Creek, LLC Note	0	320,000	(320,000)
Bond Principal	0	205,000	(205,000)
Capital Contingency	0	10,000	(10,000)
Contingency	0	30,000	(30,000)
Covenant Control	9,417	18,000	(8,583)
Debt Contingency	0	2,000	(2,000)
Director's Fees	5,000	0	5,000
ELC Expenses	52,227	138,000	(85,773)
Family Center	0	0	0
Family Center Staffing & OH	92,712	189,000	(96,288)
FC Utilities & Repair & Maint			
FC - Parking Lot Maintenance	0	0	0
FC Cable/ Internet	2,676	5,000	(2,324)
FC Community Events/Programs	4,710	10,000	(5,290)
FC Community Garden	447	1,000	(553)
FC Contingency	0	10,000	(10,000)
FC Exterminating	1,050	3,000	(1,950)
FC Fire System/Life Safety R&M	506	4,000	(3,494)
FC Fitness Center	6,748	1,000	5,748
FC Gas & Electric	18,510	42,000	(23,490)
FC General R&M	10,733	25,000	(14,267)

**Belle Creek Metro District**  
**Profit & Loss Budget vs. Actual**  
January through June 2019

	Jan - Jun 19	Budget	\$Over/(Under) Budget
FC Gym Floor Care	0	4,000	(4,000)
FC HVAC Preventive Maintenance	908	8,000	(7,092)
FC Janitorial	14,545	30,000	(15,455)
FC Janitorial Supplies	610	3,000	(2,390)
FC Landscape Contract	1,760	4,000	(2,240)
FC Landscape Maintenance	0	1,000	(1,000)
FC Snow Removal	9,822	8,000	1,822
FC Trash Removal	861	1,000	(139)
FC Water & Sewer	2,515	8,000	(5,485)
Landscape Maintenance	3,629	12,000	(8,371)
Multi-Purpose Fields Contract	5,416	12,000	(6,584)
Multi-Purpose Fields Water	636	10,000	(9,364)
MultiPurpose Fields Maintenance	4,270	1,000	3,270
FC Utilities & Repair & Maint - Other	1,082	0	1,082
<b>Total FC Utilities &amp; Repair &amp; Maint</b>	<b>91,434</b>	<b>203,000</b>	<b>(111,566)</b>
Fitness Center Equipment	0	10,000	(10,000)
General & Administrative	1,130	4,000	(2,870)
Insurance	5,449	6,000	(551)
Interest Expense	96,297	192,593	(96,296)
Landscape Contract	32,421	65,000	(32,579)
Landscape Irrigation	19,584	72,000	(52,416)
Landscaping Replacements	0	5,000	(5,000)
<b>Legal Fees</b>			
Legal - Covenant Control Issues	3,630	25,000	(21,370)
Legal Fees - Other	15,894	18,000	(2,106)
<b>Total Legal Fees</b>	<b>19,524</b>	<b>43,000</b>	<b>(23,476)</b>
Management Fees	23,185	40,000	(16,815)
Miscellaneous	0	4,000	(4,000)
Other Common Area R&M	2,511	14,000	(11,489)
Paying Agent Fees	269	200	69
Payroll Taxes	443	0	443
Sidewalks	0	5,000	(5,000)
Snow Removal	818	3,000	(2,182)
Sound Wall Repairs	0	10,000	(10,000)
Treasurer's Fees	8,700	7,000	1,700
Treasurer Fees	6,306	7,935	(1,629)
<b>Total Expense</b>	<b>494,750</b>	<b>1,638,728</b>	<b>(1,143,978)</b>
<b>Net Ordinary Income</b>	<b>700,735</b>	<b>(274,728)</b>	<b>975,463</b>
<b>Other Income/Expense</b>			
<b>Other Income</b>			
Development Fees	225,500	198,000	27,500
Interest Income - Other	93	20,000	(19,907)
Interest Income - Investments	4,570	0	4,570
Interest Income - Other	82	0	82

**Belle Creek Metro District**  
**Profit & Loss Budget vs. Actual**  
 January through June 2019

	Jan - Jun 19	Budget	\$Over/(Under) Budget
Miscellaneous Income	3,041	0	3,041
Total Other Income	233,286	218,000	15,286
Other Expense			
Bad Debt Expense	2,329	0	2,329
Total Other Expense	2,329	0	2,329
Net Other Income	230,957	218,000	12,957
Net Income	931,692	(56,728)	988,420

## **Belle Creek Board Report**

**August 15, 2019**

Belle Creek Home Owners Report

August 15, 2019

### **Alphabet Soup/Lunch Bunch**

We had twelve children in our Alphabet Soup program this month and five in Lunch Bunch. Our lead teacher Ms. Marlana Greenwood has made big improvements to the program and the children love her. Miss Athena is coming up with some very creative projects and is also working on a music program. We have hired another Assistant teacher Marlana Macarenas to help when Miss Athena delivers her baby, and she is very engaging and interactive with the kids. She has twenty years of experience with young children.

Our goal is to have Twenty-five children in the program by November 1<sup>st</sup>.

### **Summer Camp**

Summer camp was a hit. They averaged Forty-two campers through the month of July and are preparing for school to start.

### **After School Program**

The after-school program starts August 8<sup>th</sup> with 48 children enrolled. Numbers have grown each week and are expecting 70 children in the program by September 15<sup>th</sup>.

### **Family Center Maintenance/Repairs**

The body color of the building was applied to the building and was completed by July 25<sup>th</sup>.  
By James – American Handy Man

Rubber door sweeps have been added to the west gymnasium door, completed July 26<sup>th</sup>.  
Medal outlet covers were added throughout the gymnasium completed by July 26<sup>th</sup>.  
By James – American Handy Man

Air conditioning unit went out in the gymnasium and in the fitness room July 17<sup>th</sup>.  
Air Tech sent a technician out on July 18<sup>th</sup>. The technician found a small coolant leak



in the unit for the gymnasium also a broken belt and dirty filters. The unit for the fitness room was frozen it also had a broken belt and dirty filters. I had him replace what needed to be replaced to get the units running. Completed by July 19<sup>th</sup>.

The conversion of the Family Center lights to LED lights is almost complete. Some of the lights are on back order so work is being held up until they are in. Work is being done by CONNECT IT.

Painting of the new community room is done. Ready for carpet and cove base to be installed. Sent Barb Southwell an email August 9<sup>th</sup> as to the style and color of the carpet and that we can move forward with the installation. Will be meeting with Barb on Wednesday the August 14<sup>th</sup>.

An order has been placed to have the jump castle fixed by Magic Jumpers. They are at least two to three weeks out on their repairs. Estimate the repair to be done by September 1<sup>st</sup>.

### **Estimates for the building**

**Jump Castle:** Estimated cost of patching the large hole - \$250 to \$300.00

**Access Control System:** The quote received from **Redhawk** for the front North door, the new community room and keypad for the child care door was **\$22,406.00**

**ProSec Integration** also sent a quote. This only includes access to the child care door and the new community room. **\$3,103.45**. Have not heard back from **Security Central**.

### **A few updates**

The memorial benches have been assembled and placed in front of the garden. The plaque is on site and will be placed when the painting to the exterior of the building is completed.

### **Rentals**

There were 14 rentals in the month of June. For details, please see attached.

### **General**

Newsletter was distributed on 07-25-2019

[illegible]

# 2019 Belle Creek Events Budget

Easter 04-20-2019			
Item	Quantity	Cost	Total
Eggs	5,000.00		640.00
Tables	8.00		159.16
Pancake Mix	6.00	5.98	35.88
Syrup	4.00	4.98	19.92
Easter Prizes			198.76
Sunny D	9.00	5.82	52.38
Stakes & String		150.00	150.00
Coffee	1.00	9.18	9.18
Forks	1.00	10.98	10.98
Plates	1.00	16.16	16.16
Budget			\$1,200.00
Actual			\$1,292.42
Remaining Balance			-\$92.42
Number of Staff			
Staff Hours			

Community Clean Up 6-1-2019			
Item	Quantity	Cost	Total
Dumpsters	2	900.00	900.00
Trash Bags	2	22.00	44.00
Gloves	30	6.00	18.00
Budget			1,150.00
Actual			962.00
Remaining Balance			188.00
Number of Staff			
Staff Hours			

Movie Nights			
Item	Quantity	Cost	Total

Budget			700.00
Actual			
Remaining Balance			700.00

Adult Luau Party 07-13-2019			
Item	Quantity	Cost	Total
Decorations		273.14	273.14
Table Rental		408.00	408.00

Budget			700.00
Actual			681.14
Remaining Balance			18.86
Total from ticket			360.04
Number of Staff			
Staff Hours			

National Night Out 08-06-2019			
Item	Quantity	Cost	Total

Budget			1,400.00
Actual			
Remaining Balance			1,400.00

Number of Staff			
Staff Hours			

Oktoberfest 10-21-2019			
Item	Quantity	Cost	Total

Budget			400.00
Actual			
Remaining Balance			400.00

Number of Staff			
Staff Hours			

Halloween Spooktakular 10-26-2019			
Item	Quntity	Cost	Total

Budget	500.00
Actual	
Remaining Balance	500.00

Number of Staff	
Staff Hours	

Marketing			
Item	Quntity	Cost	Total

Budget	850.00
Actual	
Remaining Balance	850.00

Community Christmas Party 12-14-2019			
Item	Quntity	Cost	Total

Budget	2,600.00
Actual	
Remaining Balance	2,600.00

Number of Staff	
Staff Hours	

Total Events Budget			
Event	Budget	Actual	Over/Under
Easter	1,200.00	1,292.42	-92.42
Community Clean Up	1,150.00	962.00	188.00
Luau	700.00	681.14	18.86
Oktoberfest	400.00	0.00	400.00
National Night Out	1,400.00	0.00	1,400.00
Halloween	500.00	0.00	500.00
Christmas	2,600.00	0.00	2,600.00
Movie Nights	700.00	0.00	700.00
Marketing	850.00	0.00	850.00

Total Budget	10,000.00
Actual	2,935.56
Remaining Balance	7,064.44



**ProSec Integration, LLC**  
181 E 56th Ave, Suite 601  
Denver, CO 80216

Tel. (303)835-8100  
www.prosecalarm.com

## ESTIMATE NO. 30542

Belle Creek Family YMCA  
10693 Belle Creek Blvd.  
Henderson CO 80640

**Date:** 08/09/2019  
**Salesperson:** Trevor Howell  
**Quote No:** 30542  
**Site:** 10693 Belle Creek Blvd.  
Henderson  
**Valid For:** 30 Day(s)

### ***Re: 10693 Belle Creek Blvd. Henderson***

The proposed scope of work includes all parts, material, installation labor, programming, and end user training.

The scope of work is for the installation of an access control system to control the main entry door to the day care and the entry door to the community room. The system is a cloud based access control system. The scope of work includes access control panel, keypad/card reader, electronic lock for community room entry, interface with the existing magnetic door lock for daycare entry. The card readers and locks will be wired to a main control panel located in the network room. The access control system includes a cloud based software and phone app to add cards, delete cards, run reports, etc.

### **Software As A Service -**

There is a \$15 per month per door (\$30 per month for both doors) hosting fee for the software as a service which includes all database management, database storage (no need for on site server), mobile app. to allow access from anywhere, all software updates, phone support from ProSec.

## **Access Control System**

**Install - Access PDK**

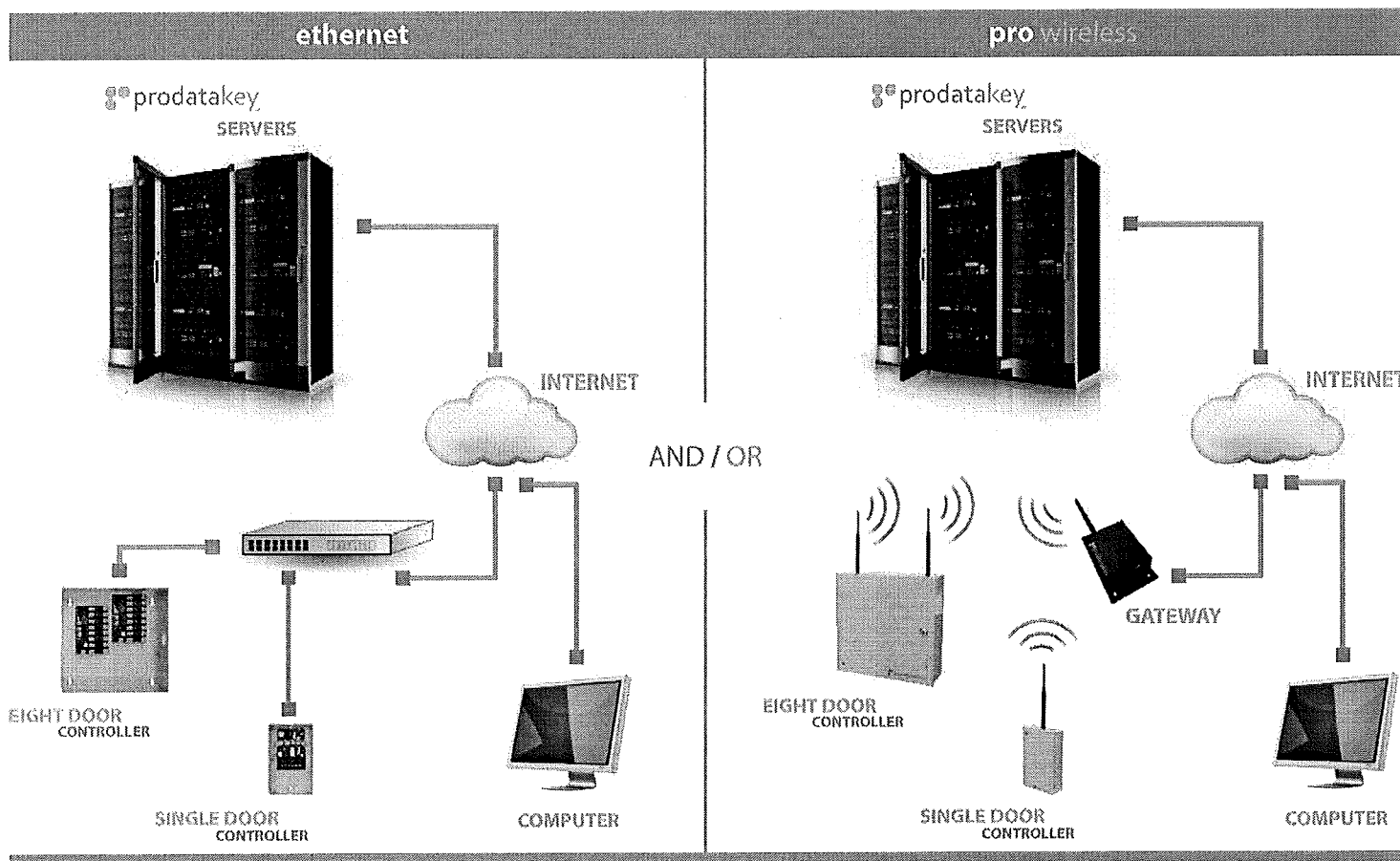
**Total** \$3,103.45

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*Thank you for this opportunity!*

**Total** \$3,103.45

Hosted Access - ProdataKey has developed a fully hosted, more cost effective access control platform that is secure and easy-to-use. Each Controller is connected back to the ProdataKey data center through your choice of ethernet and / or pro wireless connections. Simply log into the hosted server platform to configure, add, change, and remove data. Now that's smart access!



**Access Anywhere** - The hosted **smart** access platform gives you access anytime, anywhere from your mobile device or computer through the Internet. This allows you to grant or deny access, change door schedules, view reports, and have full control of your access platform when you need it, all while being connected to one of the most secure data centers in America.

**Centrally Managed** - Connect multiple Door Controllers at more than one site to the hosted **smart** access platform to centrally manage your entire system. Whether connected through our **pro wireless** or **ethernet** platform the system works in unison with a centrally managed database.

**Lower Cost** - Eliminating the need for additional hardware provides significant upfront cost savings while reducing your overall cost of ownership. You will also never pay for a software upgrade while on the hosted **smart** access platform. This is how we make hosted access an affordable solution, whether controlling one or one thousand doors.

**Easy-to-Use** - The simplicity of our **smart** access software transfers seamlessly to ProdataKey's hosted solution. You can expect all the features **smart** access is known for, giving you full control over the entire access platform, such as email and text alerts, mobile application, real-time configuration, and if/then statements.

**Always Up-to-Date** - The **smart** access platform is always evolving to stay one of the most nimble and advanced access solutions, which means the smarter we make our software platform, the smarter your access system becomes, without the need to upgrade your hardware each time new software is released.

**Real-Time** - All changes made to your hosted access control solution are real-time. Whether adding, changing, or deleting access, you will never have to go through the process of uploading or downloading panels. Ease-of-use and timely response provide a more secure environment across each platform.



## keypadreader

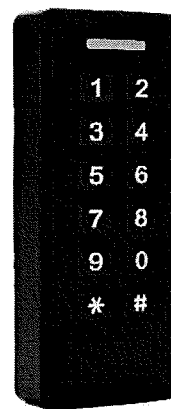
DATA SHEET

### Prox & PIN Keypad Reader

The keypad reader is perfect for indoor/outdoor applications and offers users the flexibility of using everyday proximity credentials or PIN numbers to gain access to secure areas. Add an extra layer of security with two-factor authentication, requiring users to present proximity credentials and enter a PIN number to gain access.

#### Model

PN: RDRKP



### Specifications:

#### Input

125 KHZ

#### Output

26-bit Wiegand protocol

#### Environmental

Temperature: -35° ~ +60° C or -31° ~ +140° F

Humidity: 0 - 95% relative humidity non-condensing

#### Enclosures

Dimensions: (W x H x D) 1.9" x 4.8" x .875"

Weight: 0.33 lbs / 5.3 oz / 150 g

Plastic Enclosure

#### Power

9 - 18 VDC

#### Manufacturer's Limited Warranty

One to three-year warranty against defects in materials and workmanship. For full details visit [prodatakey.com](http://prodatakey.com).

Visit the ProdataKey dealer website [support.pdk.io](http://support.pdk.io) to access marketing, installation and support resources. For questions about the keypad reader, please contact [support@prodatakey.com](mailto:support@prodatakey.com)

## **Metro District Update August 13, 2019**

### **Management and Accounting Charges**

As you can see from the 2<sup>nd</sup> quarter financial statements, Mulhern MRE, Inc. has billed over our annual budget for accounting services. This was due to a conversion to a new software and training new personnel. We will adjust our billings for the remainder of 2019 so that both accounting and management will fall within budgeted amounts. I apologize for not catching this earlier. Our July bill will be revised and submitted in September.

### **YMCA Request for Office Space**

Adams County YMCA is looking to rent about 300 square feet for two of their sports staff to office and has asked if there might be an appropriate space at the family center.

### **Family Center Lighting Grant**

The WiseLight LED installation is in process. Cindy has been coordinating with the contractor.

### **Parking Lot Repairs & Striping**

Mrs. Fields and her assistant Orlinda Rivera, from the Belle Creek Charter School never responded on this work and I believe they have completed repairs on their portion of the parking lot. I checked with Economy Paving and they can do the work any time of the year. They just need a couple of days without snow. They had quoted \$6,874 for the repairs to the family center side of the parking lot. Striping would be extra.

### **Landscape**

I have 2 quotes for the Dayton island landscape installation. The EDI proposal does not include irrigation. The Hammer proposal is less elaborate than the EDI proposal.

Also, EDI prepared an estimate to remove 2 dead trees and grind 11 stumps.

### **Garden Benches**

The garden benches have been installed. James has the memorial plaque and is going to install it.

### **Richard Phan-9475 East 108<sup>th</sup> Place**

Nephi had requested that we discuss this matter at the Board Meeting. This property owner had a lawsuit filed for covenant violations and is paying monthly for the legal fees. He disputes the backyard turf violation that still exists.

### **Church/Charter School Sign**

Champions Christian Community Church meets in the Charter School. The pastor of the church is Belle Creek resident, Corey Sturdivant. The church and the school have discussed sharing costs for a new sign that would be installed at the Family Center parking lot entry. The sign would be programmable with a digital sign display and would promote church, school and possibly community events. This is property owned by the District and I believe that a PDP amendment with Commerce City would be required.

### **CDOT Notice**

Attached is a notice from CDOT requesting that the District agree to the temporary closure of part of the walking path adjacent to Highway 85 when the US85/104<sup>th</sup> Avenue improvements are constructed. There is currently no schedule for this construction. Unless the Board members object, I will give CDOT the District's concurrence.

### **Covenant Enforcement Attorney**

I have the proposals from Altitude Community Law and Winzenburg, Leff, Purvis & Payne. Ashley Nichols from the Cornerstone Law Firm, P.C. is preparing a proposal.



1500 S. Ulm St.  
Watkins, CO 80137  
(303) 895-9073  
info@mhammerconstruction.com  
mhammerconstruction.com

**MARK HAMMER**



**CONSTRUCTION  
SERVICES**

**ADDRESS**

Laurie Tatlock  
Belle Creek Metro District, Mulhern  
MRE, Inc  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

**ESTIMATE # 1646**  
**DATE 07/23/2019**

ACTIVITY	AMOUNT
<b>Irrigation</b> Labor and materials to supply one drip zone for plantings. Valve and stub existing	1,500.00
<b>Hardscape</b> Labor and materials to supply 6 yards of river rock to match Belle Creek Blvd entry and two yards of mulch	2,300.00
<b>Plants</b> Labor and materials to install the following. We propose to use a mixture of 10 Little Blue Stem grass that grows to 4', 10 Red Yucca, 16 Red Penstemon, and 16 Barberry. All plants are from the Commerce City approved list. Plants will be warrantied for one year.	5,540.00
<b>TOTAL</b>	<b>\$9,340.00</b>

Accepted By

Accepted Date



## AGREEMENT

# Environmental Designs, Inc.

12511 E. 112th. Avenue  
Henderson, CO 80640  
303-287-9113 Office  
303-287-0340 Fax  
EDI Contact: Tom Eudaley

For Internal Use Only

Name/Crew	Date:
STP: _____	
Done By: _____	
Posted: _____	
Invoiced: _____	
Proposal #:	83079

THIS AGREEMENT made on **July 29, 2019** by and between, **ENVIRONMENTAL DESIGNS, INC.** hereinafter called the Contractor and, **Belle Creek Metropolitan District No 1** hereinafter called the Owner.

Project Address: Belle Creek Blvd  
Henderson, CO 80640

Main Contact Number: 720-274-8377

Attention: Laurie Tatlock  
In Care Of:

Witnesseth, that the Contractor and the Owner for the considerations named agree as follows:

### Article 1. Scope of Work

Prices include all applicable taxes, delivery fees, incurred labor, and warranty.

#### Landscape island at Dayton and 109th

This estimate is to landscape the island that was left from construction. We will bring island to grade, add xeric plants and add irrigation.

Irrigation will be on a T/M basis.

Description	Quantity	Unit
Tractor by Hour	5	HR
Soil - Fill Dirt by Yard	7	YD
Soil - Compacted by Yard (No Soil)	8	YD
Soil - Amended Top Soil	10	YD
Cobble Boulders 2'	2	TON
Grass- Feather Reed #5	7	EA
Spirea- Blue Mist #5	5	EA
River Rock - Local/Tan 1-1.5	1400	SF
Perennial #1	15	EA
Delivery- General	4	EA
Mobilization - Daily	2	EA
Delivery- Boulders	1	EA
Group Price		9,942.04

By signing below Owner agrees to the items as outlined in this group only, if all groups are not accepted by Owner then the final price shall be automatically adjusted accordingly.

Owner

Date

### Article 2. Time of Completion

The work to be performed under this contract shall be completed in a substantial workmanlike manner within **3** business day(s) of commencement of work with credit being given for inclement weather or any other conditions outside of Contractor's control.

### Article 3. Contract Price

The Owner shall pay the Contractor, for the material and labor to be performed under this contract the sum of:  
**\$9,942.04**

*This Price is valid for 15 days from the date of this Contract.*

### Article 4. Progress Payments

Payments on the Contract price shall be made as follows:

**Full payment is due 30 days after substantial completion (this price does not reflect any Change Orders).**

### Article 5. General Provisions

- Upon Owner's written request, Contractor shall furnish Owner appropriate releases or waivers of lien for all work performed or materials provided once final payment is received.
- All Change orders shall be in writing and signed by both Owner and an authorized agent of Contractor.
- Payments past due thirty (30) days shall incur a finance charge of 1.5% per month (18% per annum). ENVIRONMENTAL DESIGNS, INC. or its assignee shall be entitled to collect all reasonable costs and expenses of collection, including, but not limited to, reasonable attorney fees.
- All guarantees are void if payments are not received within sixty (60) days of substantial completion of the project. All Plant Material Warranties are void if Owner does not sign Winter Watering Agreement, either within this agreement or by separate agreement.
-



AGREEMENT

Environmental Designs, Inc.

12511 E. 112th. Avenue  
Henderson, CO 80640  
303-287-9113 Office  
303-287-0340 Fax  
EDI Contact: Evan Lelong

For Internal Use Only

Name/Crew	Date:
STP:	
Done By:	
Posted:	
Invoiced:	
Proposal #:	83431

THIS AGREEMENT made on **August 13, 2019** (the "Effective Date") by and between, **ENVIRONMENTAL DESIGNS, INC.**, hereinafter called the "Contractor" and, **Laurie Tatlock**, hereinafter called the "Owner" and referred to as **The Belle Creek Metropolitan District No. 1**. The Contractor and the Owner may each be termed a Party and collectively the Parties.

Project Address: **Belle Creek Blvd**  
**Henderson, CO 80640** (the "Property")  
E-mail: **laurie@mulhernmre.com**  
Telephone: **720-274-8377**  
Fax:

The Parties, in consideration of the mutual covenants and agreements contained herein, the receipt and sufficiency of which is hereby acknowledged, agree as follows:

**ARTICLE I Scope of Work**

Prices include all applicable taxes, delivery fees, incurred labor, and warranty.

The entire project as outlined below shall be referred to as the "Work".

**2019 Arbor**

**Remove tagged pine tree on other side of wall.**

**Remove tagged tree on 108th and beeler**

**Description**

Arbor Care - Mobilization 3 Man  
Arbor Care - Truck, Chipper, Chain Saw, & Crew Lead by Hour  
Arbor Care - General Labor by hour

**Group Total** **\$1,055.17**

By signing below Owner agrees to the items as outlined in this group only, if all groups are not accepted by Owner then the final price shall be automatically adjusted accordingly.

Owner \_\_\_\_\_ Date \_\_\_\_\_

**2019 Stump Grinding**

**Grind 11 stumps over property**

**Description**

Arbor Care - Mobilization 1 Man  
Arbor Care - Stump Grinder with Operator

**Group Total** **\$620.41**

By signing below Owner agrees to the items as outlined in this group only, if all groups are not accepted by Owner then the final price shall be automatically adjusted accordingly.

Owner \_\_\_\_\_ Date \_\_\_\_\_



## COLORADO

Department of Transportation

Region 1

Planning/Environmental Unit  
Region 1  
2829 West Howard Place  
Denver, CO 80204

July 29, 2019

Ms. Laurie Tatlock, Belle Creek Metro District Manager  
Mulhern MRE, Inc.  
188 Inverness Drive West, Suite 150  
Englewood, CO 80112

Dear Ms. Tatlock:

RE: Concurrence Request for the Section 4(f) Temporary Occupancy Exception for the US 85/104<sup>th</sup> Avenue and US 85/120<sup>th</sup> Avenue Interchanges Project; CDOT Project Number NHPP 0853-103 (21510)

This letter and enclosure constitute a request for review and concurrence for a Section 4(f) Temporary Occupancy Exception for the Belle Creek Metro District Trail as a result of the US 85/104<sup>th</sup> Avenue and US 85/120<sup>th</sup> Avenue Interchanges Project. The Belle Creek Metro District Trail runs from Dayton Street, along the west side of US 85, and ends when the trail reaches Belle Creek Boulevard before 104<sup>th</sup> Avenue; the trail does not cross US 85. The proposed project will also temporarily impact the nearby First Creek Floodplain Trail, however a separate Section 4(f) letter will be sent to the appropriate authority at Commerce City.

Below is a description of the proposed project, an explanation of Section 4(f), and the Section 4(f) use of the Belle Creek Metro District Trail (hereafter referred to as "the Trail").

### **Proposed Project**

The Colorado Department of Transportation (CDOT) and the Federal Highway Administration (FHWA), in coordination with Adams County and the Cities of Thornton, Brighton, and Commerce City, are considering transportation improvements to United States Highway 85 (US 85) between Interstate 76 (I- 76) and 124<sup>th</sup> Avenue in Adams County, Colorado. These improvements include the US 85/104<sup>th</sup> Avenue, US 85/Longs Peak Drive, US 85/112<sup>th</sup> Avenue, US 85/120<sup>th</sup> Avenue, and US 85/124<sup>th</sup> Avenue intersections.

The proposed transportation improvements include the following elements:

- Closure of the existing at-grade US 85/124<sup>th</sup> Avenue signalized intersection;
- Replacement of the existing at-grade US 85/120<sup>th</sup> Avenue intersection with a grade separated diverging diamond interchange (DDI);
- Extension and addition of left- and right-turn lanes on 112<sup>th</sup> Avenue at the existing at-grade signalized US 85/112<sup>th</sup> Avenue intersection;



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- Installation of rumble strips on the right and left shoulders, centerline cable barrier, additional lighting, and reflective signal backplates at the US 85/112<sup>th</sup> Avenue intersection, as appropriate;
- Closure of the existing at-grade unsignalized US 85/Longs Peak Drive  $\frac{3}{4}$  movement intersection; Replacement of the existing at-grade signalized US 85/104<sup>th</sup> Avenue intersection with a grade separated diamond interchange; and
- Extension and addition of left- and right-turn lanes at the existing 104th Avenue/Brighton Road and 120<sup>th</sup> Avenue/Oakland Street intersections.

For the safety of trail users, the entirety of the Belle Creek Metro District Trail west of US 85 will be closed during construction. Due to the proposed southbound off-ramp from US 85 to 104<sup>th</sup> Avenue, the Trail will be moved approximately 10 feet to the west of its current position.

#### **Section 4(f)**

Section 4(f) of the U.S. Department of Transportation Act affords special protection to publicly owned parks, recreational resources, and wildlife/waterfowl refuges. Specific mitigation is required when these resources are impacted by federally funded transportation projects. The Belle Creek Metro District Trail is a recreational resource afforded this special protection. There are various exceptions to the Section 4(f) requirements including Temporary Occupancies of Land that are so minimal as to not constitute a "use" within the meaning of Section 4(f) [23 CFR 774.13(d)].

However, certain conditions must be met. Those conditions and how the proposed US 85/104<sup>th</sup> Avenue and US 85/120<sup>th</sup> Avenue Interchanges Project satisfies them are described below.

- 1. The duration must be temporary (i.e., less than the time needed for construction of the project), and there should be no change in ownership.**

For the safety of trail users, the entirety of the Belle Creek Metro District Trail west of US 85 will be closed during construction. A detour will be put in place which will direct northbound and southbound trail users to Belle Creek Boulevard. Users accessing the north end of the Trail from Dayton Street will be detoured along 105<sup>th</sup> Avenue to Belle Creek Boulevard. The location of the detour is shown in Attachment A. (Note: The detour plan is combined for the Belle Creek Metro District Trail and the First Creek Flood Plain Trail. A separate Section 4(f) letter requesting concurrence will be sent to Commerce City for the First Creek Floodplain Trail).

The Trail closure duration and overall timeline for the US 85/104<sup>th</sup> Avenue and US 85/120<sup>th</sup> Avenue Interchanges project is 24 months. Once the new US 85/104th Avenue Interchange has been constructed and the segment of the Trail replaced, it will be re-opened and full use restored.

The ownership of the Trails will not change.

- 2. The scope of the work must be minor (i.e., both the nature and magnitude of the changes to the Section 4(f) property are minimal).**

Trail areas that will be disturbed will be fenced off and signs will be posted letting pedestrians/bicyclists and the public know about the construction and measures to control traffic and pedestrians. With a reasonable detour in place, trail use will not be impacted during construction.

- 3. No anticipated permanent adverse physical impacts, nor interference with the protected activities, features or attributes of the property, on either a temporary or permanent basis.**

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Due to the proposed southbound off-ramp from US 85 to 104<sup>th</sup> Avenue, the Belle Creek Metro District Trail will be moved approximately 10 feet to the west of its current position. Following construction of the proposed improvements, the Trail will be opened and fully restored. Fencing and signs will direct pedestrians/bicyclists to detour routes during trail closure.

4. **The land being used must be fully restored (i.e., the property must be returned to a condition that is at least as good as that which existed prior to the project).**

After construction is complete, the Trail will be opened for full use by pedestrians/bicyclists. The land around the Trail will be restored to preconstruction conditions.

5. **There must be documented agreement of the Official with Jurisdiction over the Section 4(f) resource regarding the above conditions.**

Concurrence with this letter will serve as the required documented agreement for the Temporary Occupancy of the Trail.

Based on the above information, CDOT believes that these improvements meet the criteria of the temporary occupancy exception in 23 CFR 774.13(d).

To acknowledge receipt of this letter and your concurrence with the impacts and determinations listed above, please provide your signature below. If you have questions, please contact me at 303.757.9929 or email me at: [jessica.myklebust@state.co.us](mailto:jessica.myklebust@state.co.us).

Sincerely,



Jessica Myklebust, LEED-AP  
Region 1 Environmental Manager

ADC:JM  
Attachment

First Creek Flood Plain Trail and Belle Creek Metro District Trail Temporary Occupancies and Detour

cc: Joe Wilson, City of Commerce City Public Works  
Veronica McCall, CDOT Region 1  
Brian Fauver, CDOT EPB  
Kurt Kionka, CDOT Region 1 North Resident Engineer  
Chris Horn, FHWA  
File

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As the official with jurisdiction over the Belle Creek Metro District Trail, I concur with the recommendation of CDOT that the use and impacts associated with this project along with the identified minimization measures, will not adversely affect the activities, features, and attributes that qualify the property for protection under Section 4(f).

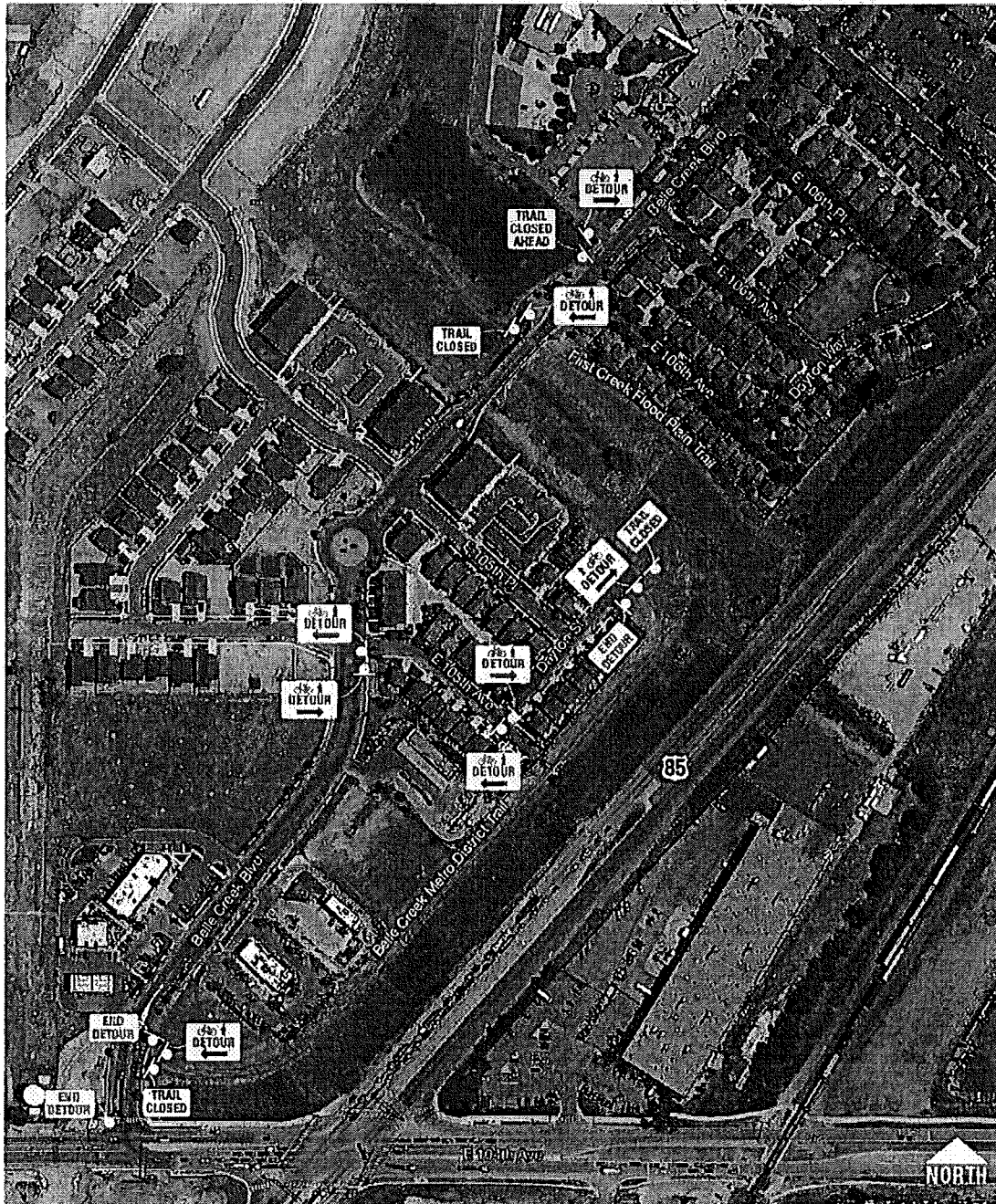
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Ms. Laurie Tatlock, Belle Creek Metro District Manager  
Mulhern MRE, Inc.

Date

Ms. Carolyn Keith  
July 29, 2019

**Attachment A: First Creek Flood Plain Trail and Belle Creek Metro District Trail Temporary Occupancies and Detours**



**LEGEND**

- Trail Detour
- Temporary Trail Closure
- Existing Trail

**First Creek Flood Plain Trail  
Belle Creek Metro District  
Trail Closures  
Adams County, CO**

US 85 I-76 to 104th Avenue 116289-01 3/25/19