

## RECORD OF PROCEEDINGS

---

MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CENTRAL PLATTE VALLEY COORDINATION METROPOLITAN  
DISTRICT (THE "DISTRICT")  
HELD  
MAY 3, 2022

A special meeting of the Board of Directors of the Central Platte Valley Coordination Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, May 3, 2022, at 9:00 a.m. This District Board meeting was held via Zoom. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Amy Cara, President  
Josh Fine, Secretary/Treasurer  
Derrick Walker, Assistant Secretary  
Lindsay Belluomo, Assistant Secretary  
Jay Lambiotte, Assistant Secretary

#### Also, In Attendance Were:

Anna Jones, Shauna D'Amato and Deb Sedgeley; CliftonLarsonAllen LLP  
Dianne Miller and Rhonda Bilek; Miller & Associates Law Offices, P.C.  
A.J. Zabbia; 68 West Engineers  
Brandon Fries; East West Urban Management  
Cole Kralik; Allied Universal  
Amanda Miller; Downtown Denver Partnership  
Mike Geiger; DaVita, Inc.  
Liz Viscardi; LV Events and PR  
Andrew Wheeler, Brooke Hutchens, Patrick Colleran, and Rachel Romansky;  
D.A. Davidson

### ADMINISTRATIVE MATTERS

**Call to order and approval of agenda:** Director Cara called the meeting to order at 9:34 a.m. in the Central Platte Valley Metropolitan District meeting to review both 2021 audits concurrently. Following review, upon a motion duly made by Director Walker, seconded by Director Belluomo and, upon vote, unanimously carried, the Board approved the agenda as presented.

**Disclosures of potential conflicts of interest:** Ms. Miller advised the Board that, pursuant to Colorado law, certain disclosures by the directors may be appropriate prior to taking official action at the meeting and that written disclosures of the interests of all directors were filed with the Secretary of State and the District prior to the meeting. The directors then reviewed the agenda for the meeting and previous written disclosures stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be

## RECORD OF PROCEEDINGS

---

taken at the meeting.

Director Fine disclosed his interests as an owner of property located in the District and an employment relationship with Focus Property Group, which manages property located within and without the boundaries of the District. He also disclosed that he is on the board of the Central Platte Valley Coordination Metropolitan District and the RiNo Business Improvement District. This disclosure is associated with the approval of items on the agenda that may affect his interests.

Director Lambiotte disclosed his interests as an owner of property located in the District and an employment relationship with East West Partners (affiliate of Union Center, LLC, and hired by Chestnut Denver, LLC under a development management agreement for the 16 Chestnut Building). He also disclosed that he is on the boards of the Denver Union Station Metropolitan District Nos. 1-5 and the Central Platte Valley Metropolitan District. This disclosure is associated with the approval of items on the agenda that may affect his interests.

Director Walker disclosed his interests as an owner of property located in the District. He also disclosed that he is an owner of Infield, which has an equity interest in the operating company that owns and manages 1801 Wewatta Street, Denver, Colorado, 80202. He also disclosed that he is on the board of the Central Platte Valley Metropolitan District. This disclosure is associated with the approval of items on the agenda that may affect his interests.

Director Belluomo disclosed her interests as an owner of property located in the District. She also disclosed she is on the Board of the Central Platte Valley Metropolitan District. She also disclosure her employment as Property Manager at 1601 Wewatta (a building within the District), which is owned by Morgan Stanley. This disclosure is associated with the approval of items on the agenda that may affect her interests.

Written disclosures of the interests of all directors were filed with the Secretary of State and the District prior to the meeting.

**Quorum, location of meeting, and posting of meeting notice:** It was noted that a quorum was present allowing the Board to act on all matters to come before them at this meeting. The Board confirmed the location of the meeting and the posting of the meeting notice.

**Public comment:** None.

**CONSENT AGENDA**

**Minutes of the April 5, 2022 Special Meeting:**

**March 31, 2022 Financial Statements and Cash Position Report:**

## RECORD OF PROCEEDINGS

---

### Current Claims:

### Weekly Security Report from DDP BID:

### Monthly Millennium Bridge and Union Gateway Bridge Elevator Report from Stealth Monitoring:

### Other:

Following review, upon a motion duly made by Director Walker, seconded by Director Lambiotte and, upon vote, unanimously carried, the Board approved and accepted the Consent Agenda items.

### FINANCIAL ITEMS

**2021 audit:** Ms. Sedgeley reviewed the draft 2021 audit with the Board, noting that the auditor issued a clean opinion. Following review and discussion, upon a motion duly made by Director Walker, seconded by Director Fine and, upon vote, unanimously carried, the Board approved the 2021 audit as presented.

**Other:** None.

### MANAGER ITEMS

### Safety coordination efforts and updates:

#### Activation:

**Update on DDP coordination/kiosks:** Ms. Jones provided an update to the Board regarding DDP coordination/kiosks, noting that Encore will be providing a temporary conduit to the kiosks in the next couple of weeks. Mr. Zabbia stated that there is 80 amps in excess to use. Discussion ensued regarding charging electricity to the kiosks. Attorney Miller suggested that the District enters into a lease for the kiosks so the District is not responsible for damage and insurance, and to charge a lower cost to the kiosk vendors due to relocation. Following discussion, the Board directed Attorney Miller to draft a lease for the kiosks.

#### Events update:

**Music series:** It was noted that the contract with Megan Burt for the music series was originally approved in an amount not to exceed \$50,000. The series will run from June to October with duos and trios performing. There will be no solo performances due to security issues last year. It was noted that Megan Burt requested an additional \$5,000 to be added to the contract to

## RECORD OF PROCEEDINGS

---

accommodate the duo and trio performances. Ms. Jones reviewed the Budget with the Board, noting that the District will be approximately \$25,000-\$35,000 over Budget for 2022 given the additional efforts undertaken for activation-related activities, and possibly more. Director Cara indicated she was aware of the additional work that has been expended and indicated she had no problems with the projected additional management budget. The Board agreed. Following review and discussion, upon a motion duly made by Director Belluomo, seconded by Director Lambiotte and, upon vote, unanimously carried, the Board approved the updated budget including the additional \$5,000 for the music series contract.

**Events:** Ms. D'Amato reviewed the upcoming social events on schedule.

**Partnerships/resident communications/PR:** It was noted that Director Belluomo and Jennifer Black will assist with communications related to activation strategies.

**Fence configuration:** Ms. Jones provided an update to the Board regarding fence configuration.

**Landscape impacts:** Ms. Jones provided an update to the Board regarding landscape impacts.

**17<sup>th</sup> Street Gardens operating hour signage:** Ms. D'Amato provided an update to the Board regarding 17<sup>th</sup> Street Gardens operating hour signage.

**Denver Film Society:** Ms. D'Amato provided an update to the Board regarding the Denver Film Society. Following discussion, the Board approved a performance in the District from the Denver Film Society in an amount not to exceed \$5,000.

**Whole Foods volunteer opportunities:** The Board discussed volunteer opportunities for Whole Foods and noted that Mr. Kralik and his team could use additional help during events in the 17<sup>th</sup> Street Gardens. It was noted that Whole Foods could assist with handing out flyers for upcoming events during lunchtime and to

## RECORD OF PROCEEDINGS

---

restaurants nearby.

**Additional security needs:** It was noted that there are no additional security needs at this time and that Ms. Jones and Ms. D'Amato are working with Mr. Kralik regarding upcoming events and the music series.

**Agreement for Public Relations Programs and Events Services with LV Events and PR, LLC in an amount not to exceed \$20,000:** Attorney Miller reviewed the Agreement with the Board. Following review, upon a motion duly made by Director Walker, seconded by Director Lambiotte and, upon vote, unanimously carried, the Board ratified the Agreement for Public Relations Programs and Events Services with LV Events and PR, LLC in an amount not to exceed \$20,000 as presented.

**Potential photographer:** Ms. Jones discussed a potential photographer with the Board, noting that this is not an immediate request and will search for a potential pro bono photographer.

**Maintenance Coordination Report – EWUM, Brandon Fries:** Mr. Fries reviewed the Maintenance Coordination Report with the Board, noting that there were 44 incident reports in March in and around the elevators. He reviewed the tasks completed by EWUM in the last month including cleaning the elevators, removing graffiti and cleaning the fountains.

**Other:** None.

### **ENGINEER'S REPORT – A.J. ZABBIA**

**Wewatta planter replacement update:** Mr. Zabbia provided an update to the Board regarding the Wewatta planter replacement, noting that he continues to work on the replacement.

**Irrigation and Landscape Subcommittee contractor update:** Mr. Zabbia provided an update to the Board regarding the Irrigation and Landscape Subcommittee contractor, noting that the Subcommittee chose Denver Commercial Property Services and that they have begun planting the spring flowers.

**Tree replacement bidding update and consider appointment of award committee:** Mr. Fries and Mr. Zabbia informed the Board that they are working together on the tree replacement bidding.

**Other:** Mr. Zabbia informed the Board that he is adding cameras on the 18<sup>th</sup> Street Bridge and adding sound devices to the elevators to deter the public from

## RECORD OF PROCEEDINGS

---

the elevators after hours.

**DIRECTOR ITEMS**

**Other:** None.

**ATTORNEY ITEMS**

**Other:** None.

**OTHER BUSINESS**

**Other:** Attorney Miller informed the Board that the Denver Center of Performing Arts has requested that Shakespeare in the Park be held on October 15<sup>th</sup> this year. She reminded the Board that the District does not charge the DCPA for this event and that the cost to the District is minimal. Following discussion, upon a motion duly made by Director Belluomo, seconded by Director Walker and, upon vote, unanimously carried, the Board directed Attorney Miller to draft the Shakespeare in the Park 2022 Agreement with the October 15<sup>th</sup> start date. Director Cara presented information to the Board regarding the virtual sculpture, noting that it will be placed in the 17<sup>th</sup> Street Gardens and incurs no significant cost to the District. The Board determined to house the virtual sculpture in the 17<sup>th</sup> Street Gardens.

**ADJOURNMENT**

There being no further business to come before the Board at this time, upon a motion duly made by Director Lambiotte, seconded by Director Walker and, upon vote, unanimously carried, the Board adjourned the meeting at 10:38 a.m.

Respectfully submitted,

DocuSigned by:

*Josh Fine*

---

31FE5AFDBC4D4E5...  
Secretary for the Meeting