

CENTERRA METROPOLITAN DISTRICTS NOS. 1-5

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NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expiration</u>
Kim Perry	President	May 2025
David Spaeth	Vice President	May 2027
Josh Kane	Treasurer & Assistant Secretary	May 2025
VACANT	Secretary	May 2027
Tim DePeder	Assistant Secretary & Assistant Treasurer	May 2025

DATE: May 18, 2023 (Thursday)

TIME: 1:00 P.M.

PLACE: MS TEAMS

[Click here to join the meeting](#) (Please press the control key and click to access hyperlink)

<https://tinyurl.com/48zji9sz> (This link can be copied into your web browser)

+1 720-721-3140; Conference ID: 850 488 53# (If joining the meeting by phone)

I. ADMINISTRATIVE ITEMS

- A. Call to Order.
- B. Declaration of Quorum/Director Qualifications/Disclosure of any potential Conflicts of Interest.
- C. Consider Appointment of Officers for the Districts.
- D. Approval of Agenda. **(Pages 1-2)**
- E. Public Comment. Comments are limited to Three (3) minutes per speaker.
- F. Director Comments.

II. CONSENT AGENDA

- A. Approval of Minutes – April 20, 2023, Regular Meeting Minutes. **(Pages 3-8)**
- B. Ratification of Payables. **(Pages 9-15)**
- C. Review and Consider unaudited Financial Statements for the period ending March 31, 2023. **(To Be Distributed Under Separate Cover)**
- D. Ratification of Contract Modifications. **(Page 16)**

III. DISTRICT MANAGER ITEMS

- A. Monthly Operations Update.
- B. District Manager's Report. **(Pages 17-18)**

IV. CAPITAL INFRASTRUCTURE ITEMS

- A. District Capital Infrastructure Report and District Project Manager Update. **(Pages 19-22)**
- B. Capital Fund Summary and Capital Needs Assessment Review.
(To Be Distributed Under Separate Cover)
- C. Budget Approval and Contracting. **(To Be Distributed Under Separate Cover)**
 - i. Parcel 504 Phase II (CFS #10)

Centerra Metropolitan District Nos. 1-5
May 18, 2023

- a. Consider Approval of Master Services Agreement and WO 2023-01 with Kahar Plumbing and Heating, Inc. for Firepit Gasline (\$10,425.00).
- ii. Kendall Parkway Underpass/Bus Stop Enhancements (CFS #13)
 - a. Provide Bid Update.
- iii. Precision on the Tracks (CFS #17)
 - a. Present Bid Summary Memorandum for Public Sidewalk Improvements.
 - b. Consider Approval of Construction Contract with TBD for Public Sidewalk Improvements.
- iv. Myers Subdivision Landscaping and Sidewalk (CFS #18)
 - a. Present Bid Summary Memorandum for Public Sidewalk Improvements.
 - b. Consider Approval of Construction Contract with TBD for Public Sidewalk Improvements.

V. FINANCIAL ITEMS

- A. Finance Manager's Report.

VI. LEGAL ITEMS

- A. Discussion of Millennium East 13th Construction and Contracting/Kinston MD Reimbursement Agreement.

VII. ITEMS FROM DIRECTORS

VIII. OTHER MATTERS

- IX. EXECUTIVE SESSION** – if necessary, pursuant to § 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice on specific legal questions.

X. ADJOURNMENT

*****The next Regular Meeting is scheduled for June 15, 2023*****

MINUTES OF THE COORDINATED
REGULAR MEETING OF
CENTERRA METROPOLITAN DISTRICT NOS. 1-5

HELD
April 20, 2023

The Boards of Directors of Centerra Metropolitan District Nos. 1-5 held a coordinated regular meeting, open to the public, via MS Teams at 1:00 p.m., Thursday, April 20, 2023.

ATTENDANCE

Directors in Attendance:

Kim Perry, President
David Spaeth, Vice President
Josh Kane, Treasurer/Assistant Secretary
Tim DePeder, Assistant Secretary & Assistant Treasurer

Directors Absent but Excused:

Abby Kirkbride, Secretary

Also in Attendance:

Alan Pogue; Icenogle Seaver Pogue, P.C.
Jim Niemczyk, Jeff Breidenbach, Mike McBride, Amanda Dwight,
Samantha Romero, Lindsay Mercier, Wendy Messinger, and Christina
Rotella; McWhinney
Peggy Dowswell, Shannon McEvoy, Sarah Bromley, Bryan Newby, Nicole
Wing, Brendan Campbell, Irene Buenavista, Jennifer Ondracek, Casey
Milligan, Nic Ortiz, and Shadrack Too; Pinnacle Consulting Group, Inc.

CALL MEETING TO
ORDER

The Coordinated Regular meeting was convened at 1:03 p.m. by Director Perry, noting that a quorum was present. The Directors in attendance confirmed their qualifications to serve.

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 Centerra Metropolitan District No. 1, with concurrence by the Centerra Metropolitan Districts Nos. 2, 3, 4, and 5.

CONFLICT OF INTEREST DISCLOSURE

Alan Pogue, legal counsel, 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 all Board Members are employees of McWhinney Real Estate Services, Inc., which is 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 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.

APPROVAL OF AGENDA

The Boards considered the agenda. Ms. Bromley requested amendments to the agenda. Upon motion duly made by Director DePeder, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to approve the agenda, as amended to remove the following items:

- III. C. i. 3. Consider Approval of Amended Project Budget. (\$TBD).
- III. C. ii. 3. Consider Approval of Construction Contract with (TBD) for Public Sidewalk Improvements. (\$TBD).
- III. C. iii. 3. Consider Approval of Construction Contract with (TBD) for Public Sidewalk Improvements. (\$TBD).

PUBLIC COMMENT

There were no comments made by members of the public.

CONSENT AGENDA

The Boards considered the following items on the consent agenda:

- A. Approval of Minutes – February 16, 2023, Regular Meeting Minutes.
- B. Ratification of Payables.
- C. Ratification of Contract Modifications.
- D. Review and Consider Unaudited Financial Statements for the period ending February 28, 2023.
- E. Ratification of Addendum with Development Planning & Financing Group (DPFG).

Upon motion duly made by Director DePeder seconded by Director Kane, and, upon vote, it was unanimously

RESOLVED to approve all items on the consent agenda, as presented.

CAPITAL
INFRASTRUCTURE
ITEMS

District Capital Infrastructure Report and Project Manager Update: Mr. Milligan reviewed the District Capital Infrastructure Report and Mr. Breidenbach and Mr. McBride provided a District Project Manager update to the Boards and answered questions.

Capital Fund Summary and Capital Needs Assessment Review: Mr. Milligan and Mr. Niemczyk reviewed the Capital Fund Summary and Capital Needs Assessment with the Boards and answered questions.

BUDGET APPROVAL
AND CONTRACTING

Myers Group 5th Subdivision (CFS #5) - Bid Summary Memorandum for Public Landscape Improvements: Mr. Milligan presented the Myers Group 5th Subdivision (CFS #5) Bid Summary Memorandum for Public Landscape Improvements to the Boards and answered questions.

Myers Group 5th Subdivision (CFS #5) - Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements (\$228,035.82): Mr. Milligan presented and requested approval of the Myers Group 5th Subdivision (CFS #5) Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements to the Boards and answered questions. Following review and discussion, upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve the Myers Group 5th Subdivision (CFS #5) Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements in the amount of \$228,035.82.

Precision on the Tracks (CFS #17) - Bid Summary Memorandums for Public Landscape Improvements and Sidewalk Improvements: Mr. Milligan and Mrs. Dwight presented the Precision on the Tracks (CFS #17) Bid Summary Memorandums for Public Landscape Improvements and Sidewalk Improvements to the Boards and answered questions.

Precision on the Tracks (CFS #17) - Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements (\$90,499.42): Mr. Milligan presented and requested approval of the Precision on the Tracks (CFS #17) Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements to the Boards and answered questions. Following review and discussion, upon motion duly made by Director DePeder, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to approve the Precision on the Tracks (CFS #17) Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements in the amount of \$90,499.42.

Precision on the Tracks (CFS #17) - Amended Project Budget (\$TBD): Mrs. Dwight presented and requested approval of an amended project budget for the Precision on the Tracks project to the Boards and answered questions. Following review and discussion, upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve Precision on the Tracks (CFS #17) Amended Project Budget in the amount of \$362,046.

Myers Subdivision Landscaping and Sidewalk (CFS #18) - Bid Summary Memorandums for Public Landscape Improvements and Sidewalk Improvements: Mr. Milligan presented the Myers Subdivision Landscaping and Sidewalk (CFS #18) Bid Summary Memorandums for Public Landscape Improvements and Sidewalk Improvements to the Boards and answered questions.

Myers Subdivision Landscaping and Sidewalk (CFS #18) - Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements (\$24,181.93): Mr. Milligan presented and requested approval of the Myers Subdivision Landscaping and Sidewalk (CFS #18) Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements to the Boards and answered questions. Following review and discussion, upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve the Myers Subdivision Landscaping and Sidewalk (CFS #18) Construction Contract with Waterwise Land and Waterscapes for Public Landscape Improvements in the amount of \$24,181.93, as presented.

Myers Subdivision Landscaping and Sidewalk (CFS #18) - Amended Project Budget (\$TBD): Mr. McBride presented and requested approval of an amended project budget for the Myers Subdivision Landscaping and Sidewalk project and answered questions. Following review and discussion, upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve Myers Subdivision Landscaping and Sidewalk (CFS #18) Amended Project Budget in the amount of \$113,652.

I-25 and HWY 34 Landscape Improvements (CFS #20) - Bid Summary Memorandum for I-25 and HWY 34 Public Landscape Improvements: Mr. Milligan and Mr. Breidenbach presented the I-25 and HWY 34 Landscape Improvements (CFS #20) Bid Summary Memorandum for I-25 and HWY 34 Public Landscape Improvements to the Boards and answered questions.

I-25 and HWY 34 Landscape Improvements (CFS #20) - Construction Contract with TBD for Public Landscape Improvements (\$TBD): Mr. Milligan and Mr. Breidenbach presented and requested approval of the I-25 and HWY 34 Landscape Improvements (CFS #20) Construction Contract with Bath, Inc. for Public Landscape Improvements. Following review and discussion, upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve the I-25 and HWY 34 Landscape Improvements (CFS #20) Construction Contract with Bath Inc. for Public Landscape Improvements subject to final change order with CDOT for I-25 underpass enhancements being finalized and approved.

I-25 and HWY 34 Landscape Improvements (CFS #20) - Project Budget (\$TBD): Director Perry and Mr. Breidenbach presented and requested approval of the I-25 and HWY 34 Landscape Improvements (CFS #20) Project Budget. Mr. Breidenbach recommended the Boards approve the Project Budget in the amount of \$598,000. Following review and discussion, upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve the I-25 and HWY 34 Landscape Improvements (CFS #20) Project Budget in the amount of \$598,000 subject to final change order with CDOT for I-25 underpass enhancements being finalized and approved.

FINANCIAL ITEMS

Finance Manager’s Report: Ms. Buenavista provided a verbal Finance Manager Report to the Boards and answered questions. Ms. Buenavista reported that the accounting team is in the process of completing the 2022 Audit for District No. 1.

Ratification of 2022 Audit Exemptions for District Nos. 2-5: Ms. Buenavista presented and requested ratification of the 2022 Audit Exemptions for District Nos. 2-5 to the Boards and answered questions. Following review and discussion, upon motion duly made by Director DePeder, seconded by Director Spaeth and, upon vote, it was unanimously

RESOLVED to ratify the 2022 Audit Exemptions for District Nos. 2-5.

LEGAL ITEMS

Mr. Pogue provided an update on Loveland City Council’s approval of the Amended Urban Renewal Plan for Crossroads/34, the 8th Amendment to the Centerra Master Financing and Intergovernmental Agreement, and the Second

Amendment to the Public Improvement Fee Covenant to the Boards and answered questions. Mr. Pogue requested scheduling a Special Meeting on May 15, 2023, or May 16, 2023.

DISTRICT MANAGER
ITEMS

Ratification of Master Service Agreement with Precision Concrete Cutting: Ms. Bromley reviewed and requested approval of the Master Service Agreement with Precision Concrete Cutting with the Boards and answered questions. Following review and discussion, upon motion duly made by Director DePeder, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to ratify the Master Services Agreement with Precision Concrete Cutting.

Monthly Operations Update: Ms. Bromley presented the monthly Operations report to the Boards and answered questions.

District Manager’s Report: Ms. Bromley presented the District Manager’s report to the Boards and answered questions.

ITEMS FROM
DIRECTORS

There were no Items from Directors brought before the Boards.

OTHER MATTERS

There were no Other Matters brought before the Boards.

EXECUTIVE SESSION

No Executive Session was held.

ADJOURNMENT

There being no further business to come before the Boards, the meeting was adjourned at 2:02 p.m.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

Respectfully Submitted,

Nicole Wing, Secretary for the Meeting

Centerra Metropolitan District
 Check/Voucher Register
 From 4/10/2023 Through 5/11/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 041023 001	4/10/2023	Bill.com	Software - ACH	<u>127.24</u>
Total ACH 041023 001				127.24
ACH 041123 001	4/11/2023	Fort Collins-Loveland Water District	Utilities - ACH	<u>17.01</u>
Total ACH 041123 001				17.01
ACH 041123 002	4/11/2023	Fort Collins-Loveland Water District	Utilities - ACH	<u>17.01</u>
Total ACH 041123 002				17.01
ACH 042623 001	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.67</u>
Total ACH 042623 001				29.67
ACH 042623 002	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>97.11</u>
Total ACH 042623 002				97.11
ACH 042623 003	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>108.27</u>
Total ACH 042623 003				108.27
ACH 042623 004	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>38.90</u>
Total ACH 042623 004				38.90
ACH 042623 005	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>269.97</u>
Total ACH 042623 005				269.97
ACH 042623 006	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>62.36</u>
Total ACH 042623 006				62.36
ACH 042623 007	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>112.35</u>
Total ACH 042623 007				112.35
ACH 042623 008	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>36.77</u>
Total ACH 042623 008				36.77
ACH 042623 009	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>74.92</u>
Total ACH 042623 009				74.92
ACH 042623 010	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>81.43</u>
Total ACH 042623 010				81.43
ACH 042623 011	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>95.97</u>
Total ACH 042623 011				95.97

Centerra Metropolitan District
 Check/Voucher Register
 From 4/10/2023 Through 5/11/2023

10

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 042623 012	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>96.79</u>
Total ACH 042623 012				96.79
ACH 042623 013	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>123.80</u>
Total ACH 042623 013				123.80
ACH 042623 014	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>93.09</u>
Total ACH 042623 014				93.09
ACH 042623 015	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>32.28</u>
Total ACH 042623 015				32.28
ACH 042623 016	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>81.34</u>
Total ACH 042623 016				81.34
ACH 042623 017	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>166.44</u>
Total ACH 042623 017				166.44
ACH 042623 018	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>97.70</u>
Total ACH 042623 018				97.70
ACH 042623 019	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>45.72</u>
Total ACH 042623 019				45.72
ACH 042623 020	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>65.16</u>
Total ACH 042623 020				65.16
ACH 042623 021	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>49.33</u>
Total ACH 042623 021				49.33
ACH 042623 022	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>188.33</u>
Total ACH 042623 022				188.33
ACH 042623 023	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.20</u>
Total ACH 042623 023				29.20
ACH 042623 024	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>75.58</u>
Total ACH 042623 024				75.58

Centerra Metropolitan District
 Check/Voucher Register
 From 4/10/2023 Through 5/11/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 042623 025	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>70.97</u>
Total ACH 042623 025				70.97
ACH 042623 026	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>64.05</u>
Total ACH 042623 026				64.05
ACH 042623 027	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>38.78</u>
Total ACH 042623 027				38.78
ACH 042623 028	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>55.44</u>
Total ACH 042623 028				55.44
ACH 042623 029	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>7.07</u>
Total ACH 042623 029				7.07
ACH 042623 030	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>30.15</u>
Total ACH 042623 030				30.15
ACH 042623 031	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.20</u>
Total ACH 042623 031				29.20
ACH 042623 032	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>54.44</u>
Total ACH 042623 032				54.44
ACH 042623 033	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>60.09</u>
Total ACH 042623 033				60.09
ACH 042623 034	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 042623 034				19.31
ACH 042623 035	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>55.44</u>
Total ACH 042623 035				55.44
ACH 042623 036	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>48.85</u>
Total ACH 042623 036				48.85
ACH 042623 037	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>29.67</u>
Total ACH 042623 037				29.67
ACH 042623 038	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>59.74</u>
Total ACH 042623 038				59.74

Centerra Metropolitan District
 Check/Voucher Register
 From 4/10/2023 Through 5/11/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 042623 039	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>24.89</u>
Total ACH 042623 039				24.89
ACH 042623 040	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>125.69</u>
Total ACH 042623 040				125.69
ACH 042623 041	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>537.55</u>
Total ACH 042623 041				537.55
ACH 042623 042	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>45.72</u>
Total ACH 042623 042				45.72
ACH 042623 043	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>55.04</u>
Total ACH 042623 043				55.04
ACH 042623 044	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 042623 044				19.31
ACH 042623 045	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.09</u>
Total ACH 042623 045				31.09
ACH 042623 046	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>33.55</u>
Total ACH 042623 046				33.55
ACH 042623 047	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.16</u>
Total ACH 042623 047				31.16
ACH 042623 048	4/26/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>31.66</u>
Total ACH 042623 048				31.66
ACH 042723 001	4/27/2023	Bath Garden Center & Nursery Inc.	Centerra Parcel 504 Phase II	<u>30,386.70</u>
Total ACH 042723 001				30,386.70
ACH 042723 002	4/27/2023	Civitas, Inc.	KPUBSE	<u>6,525.00</u>
Total ACH 042723 002				6,525.00
ACH 042723 003	4/27/2023	Fort Collins Coloradoan	KPUBSE	<u>77.83</u>
Total ACH 042723 003				77.83

Centerra Metropolitan District
 Check/Voucher Register
 From 4/10/2023 Through 5/11/2023

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Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 042723 004	4/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>51.35</u>
Total ACH 042723 004				51.35
ACH 042723 005	4/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 042723 005				19.31
ACH 042723 006	4/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>135.55</u>
Total ACH 042723 006				135.55
ACH 042723 007	4/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>148.04</u>
Total ACH 042723 007				148.04
ACH 042723 008	4/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>243.28</u>
Total ACH 042723 008				243.28
ACH 042723 009	4/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>26.30</u>
Total ACH 042723 009				26.30
ACH 042723 010	4/27/2023	City of Loveland Water & Power Dept	Utilities - ACH	<u>19.31</u>
Total ACH 042723 010				19.31
ACH 042723 011	4/27/2023	Merrick & Company	Engineering & Other Prof. Services	<u>9,778.75</u>
Total ACH 042723 011				9,778.75
ACH 042723 012	4/27/2023	Merrick & Company	Engineering & Other Prof. Services	<u>10,070.25</u>
Total ACH 042723 012				10,070.25
ACH 042723 013	4/27/2023	Pinnacle Consulting Group, Inc.	KPUBSE	<u>112.50</u>
Total ACH 042723 013				112.50
ACH 042723 014	4/27/2023	Pinnacle Consulting Group, Inc.	Boyd Lake Avenue North Landscaping	<u>1,275.00</u>
Total ACH 042723 014				1,275.00
ACH 042723 015	4/27/2023	Pinnacle Consulting Group, Inc.	Boyd Lake Ave & KPL	<u>862.50</u>
Total ACH 042723 015				862.50
ACH 042723 016	4/27/2023	Pinnacle Consulting Group, Inc.	District Management	<u>975.00</u>
Total ACH 042723 016				975.00
ACH 042723 017	4/27/2023	Pinnacle Consulting Group, Inc.	Centerra Parcel 504 Phase II	<u>937.50</u>
Total ACH 042723 017				937.50

Centerra Metropolitan District
 Check/Voucher Register
 From 4/10/2023 Through 5/11/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 042823 001	4/28/2023	All Sweep, Inc.	Sweeping	<u>490.00</u>
Total ACH 042823 001				490.00
ACH 042823 002	4/28/2023	Affordable Pest Control	Pest Control	<u>450.00</u>
Total ACH 042823 002				450.00
ACH 042823 003	4/28/2023	CMS Environmental Solutions, LLC	Northwest Arterial Roadways Phase 2	<u>395.00</u>
Total ACH 042823 003				395.00
ACH 042823 004	4/28/2023	CMS Environmental Solutions, LLC	Boyd Lake Avenue South	<u>205.00</u>
Total ACH 042823 004				205.00
ACH 042823 005	4/28/2023	CMS Environmental Solutions, LLC	Centerra Parcel 504 Phase II	<u>415.00</u>
Total ACH 042823 005				415.00
ACH 042823 006	4/28/2023	Development Planning & Finance Group, Inc.	Engineering and Other Prof Services	<u>4,834.25</u>
Total ACH 042823 006				4,834.25
ACH 042823 007	4/28/2023	Susanne Durkin-Schindler	Monthly PIF/Valuations/URA Revision	<u>3,093.75</u>
Total ACH 042823 007				3,093.75
ACH 042823 008	4/28/2023	Environmental Designs, Inc.	Manicured Landscaping O&M	31,885.85
ACH 042823 008	4/28/2023	Environmental Designs, Inc.	Snow Removal	1,702.50
ACH 042823 008	4/28/2023	Environmental Designs, Inc.	Utilities - Locating Coordination	<u>341.26</u>
Total ACH 042823 008				33,929.61
ACH 042823 009	4/28/2023	Fiske Electric	Lighting and Electrical O&M	<u>723.25</u>
Total ACH 042823 009				723.25
ACH 042823 010	4/28/2023	GreenEarth Midwest, LLC	Manicured Landscaping O&M	3,584.00
ACH 042823 010	4/28/2023	GreenEarth Midwest, LLC	Native Area O&M	94.00
ACH 042823 010	4/28/2023	GreenEarth Midwest, LLC	Snow Removal	<u>3,240.01</u>
Total ACH 042823 010				6,918.01
ACH 042823 011	4/28/2023	High Plains Environmental Center	Chapungu Hardscape/Building Maintenance	<u>787.50</u>
Total ACH 042823 011				787.50
ACH 042823 012	4/28/2023	High Plains Environmental Center	Chapungu O&M	<u>20,182.84</u>
Total ACH 042823 012				20,182.84
ACH 042823 013	4/28/2023	Icenogle Seaver Pogue, P.C.	Legal	<u>8,906.50</u>
Total ACH 042823 013				8,906.50

Centerra Metropolitan District
 Check/Voucher Register
 From 4/10/2023 Through 5/11/2023

Check #	Check Date	Vendor Name	Transaction Description	Check Amount
ACH 042823 014	4/28/2023	Landtech Contractors, Inc.	Boyd Lake Avenue South	<u>1,684.44</u>
Total ACH 042823 014				1,684.44
ACH 042823 015	4/28/2023	McWhinney Real Estate Services, Inc	MRES Invoice	<u>4,950.00</u>
Total ACH 042823 015				4,950.00
ACH 042823 016	4/28/2023	McWhinney Real Estate Services, Inc	Chapungu Marketing	<u>42.99</u>
Total ACH 042823 016				42.99
ACH 042823 017	4/28/2023	McWhinney Real Estate Services, Inc	Centerra - Precision on the Tracks	<u>2,776.16</u>
Total ACH 042823 017				2,776.16
ACH 042823 018	4/28/2023	McWhinney Real Estate Services, Inc	Master Planning	<u>576.25</u>
Total ACH 042823 018				576.25
ACH 042823 019	4/28/2023	Pinnacle Consulting Group, Inc.	District Mgmt/Facilities Mgmt/Finance	<u>39,968.90</u>
Total ACH 042823 019				39,968.90
ACH 042823 020	4/28/2023	Ramey Environmental Compliance, Inc.	Sanitary Sewer Facility O&M	<u>793.75</u>
Total ACH 042823 020				793.75
ACH 042823 022	4/28/2023	SWPPP Colorado, LLC	Storm Structure Maintenance	<u>1,643.05</u>
Total ACH 042823 022				1,643.05
ACH 042823 023	4/28/2023	Utility Notification Center of Colorado	Utilities - Location Notification	<u>768.84</u>
Total ACH 042823 023				<u>768.84</u>
Report Total				<u>200,051.86</u>

Contract Modifications for Board Ratification

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Centerra Metropolitan District No. 1

Centerra O&M (CEN-OM)

<i>Contractor:</i> On-Demand Concrete	<i>Modification Date:</i> 4 /14/2023	<i>Modification Amount:</i> \$75,650.00	<i>Contract #:</i> Cnt-01138
<i>Modification Description:</i> WO 2023-01	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 4 /19/2023	<i>Contractor Signed Date:</i>
<i>Modification Scope:</i> Concrete Repair and Replacement Services			



To: Centerra Metropolitan District Board of Directors
 From: Pinnacle Consulting Group, Inc.
 Subject: Managers Report
 Board Meeting Date: May 18, 2023

General District Matters

- Please contact Sarah Bromley, District Manager, at sarahbromley@pcgi.com for any District matters which include operations, Board of Directors relations, financial management, compliance, and constituent relations.
- Since the last board meeting, there have been no staff changes to the Centerra District Management Team.
- The District's management team executed operational matters since the April 20, 2023, Board meeting. Monthly, District management provides the following services:
 - Adheres to administrative and compliance matters.
 - Processes monthly payables and financial reports.
 - Oversees District budget and operational expenditures.
 - Oversees District operations per the approved Service Plan and District needs.
 - Collaborates with legal counsel on legal matters.
 - Oversee preparation and distribution of board packets including agenda, minutes, reports, contracts, and agreements prior to board meetings.
 - The Manager consistently communicates with the Board including periodic status reports at each board meeting.
- District Management attended the McWhinney Districts Conference Call on May 3, 2023, where we discussed standardizing a process for event agreements, event fees and a first amendment policy. A joint study session with Kinston, Baseline, and Centerra is scheduled for May 23rd from 3:00 p.m. to 4:30 p.m.
- There was a car accident in Centerra on April 24th on Rocky Mountain Avenue. A police report was recorded, and the roadways were cleared. There was minor damage to District landscaping in the median on Rocky Mountain Avenue. The damage included a small tree that was hit by the car and damage to Juniper shrubs. Centerra's facility team is pursuing an insurance claim to cover the cost of damages.
- On May 3rd an Xcel gas line was hit while digging holes for sail posts within the Central Green at Railway Flats. This work was specific to phase one of the Railway Flats project. Immediate action was taken, and notifications were sent to residents. McWhinney's Risk and Insurance Manager has worked with the general contractor and insurance carrier to pay for damages.
- Sounds of Centerra, a summer concert series located in Chapungu Sculpture Park, is scheduled for July 7th, 14th, 21st and 28th from 7:00 p.m. to 9:00 p.m.

- Compliance matters, due dates, and status for the District:

COMPLIANCE MATTERS	RESPONSIBLE	DUE DATE	COMPLETION
Map Filings	PCGI	01/01/23	Completed
Transparency Notices	PCGI	01/15/23	Completed
File Budget	PCGI	01/31/23	Completed
SDA Membership Renewals	PCGI	03/01/23	Completed
File Audit Exemptions	PCGI	3/31/2023	Completed
Draft 2024 Budgets Distributed to Board of Directors	PCGI	10/15/23	
Property & Liability Insurance Renewals	PCGI	12/01/23	
Mill Levy Certification	PCGI	12/15/23	
Website Compliance	PCGI	12/31/23	
Payables	PCGI/Board	Monthly	Sent to Board third week of the month

Operations & Maintenance Update

- Budget and Contract Notes:
 - Contract executed with On-Demand Concrete for sidewalk and truncated dome replacements (steel plates at pedestrian ramps) for total of \$75,650 - this project will be funded with maintenance reserves - work expected to begin early June.
- Previous Month Updates:
 - EDI and Green Earth completed irrigation activations and audits, repairs to follow as needed in May and June.
 - EDI and Green Earth have begun weekly mowing and maintenance services.
 - SWPPP completed farmers ditch maintenance near Jared's and Courtyard.
 - EDI completed crusher fines refresh along Centerra parkway panel beds.
 - The first OLM Inspection was completed on April 26th (CMD - 94%, Chapungu - 97%, BLA areas - 93%).
- Current Month Updates:
 - Continuing coordination with Davinci on Chapungu signage replacements - waiting on pricing; delays due to tracking down drawing plans of all signage.
 - Coordinating with Fiske Electric on Motorplex signage LED conversions - expect to be completed in July.
 - Coordination with MRES on traffic sign replacements - delays in acquiring proper posts.
 - EDI is working on design and pricing for Promenade/I-25 berm landscape enhancements; expecting to present plans to DRC late May/early June.

To: Centerra Metropolitan District Board of Directors
From: Pinnacle Consulting Group, Inc.
Subject: District Capital Infrastructure Project Report
Board Meeting Date: May 18, 2023

BIDDING

1. Centerra Parcel 504 Phase 3 (CFS #11)
 - The scope includes overlot grading, sanitary sewer, potable water, storm sewer, and roadway improvements to Kendall Parkway and Hopper Lane.
 - This project will bid in June with bids being presented at the July 20, 2023 board meeting.
2. Precision on the Tracks (CFS #17)
 - The scope includes landscaping, irrigation, and concrete sidewalks adjacent to Byrd Drive and Precision Drive.
 - A bid summary of the concrete sidewalk bids will be presented at the May 18, 2023 board meeting.
 - A construction contract with Waterwise Land and Waterscapes was approved at the April 20, 2023 board meeting. The District is finalizing the contract and construction is anticipated to start this summer.
3. Myers Subdivision Landscaping and Sidewalk (CFS #18)
 - The scope includes landscaping, irrigation, and concrete sidewalks adjacent to Precision Drive.
 - A bid summary of the concrete sidewalk bids will be presented at the May 18, 2023 board meeting.
 - A construction contract with Waterwise Land and Waterscapes was approved at the April 20, 2023 board meeting. The District is finalizing the contract and construction is anticipated to start this summer.
4. Kendall Parkway Underpass/Bus Stop Enhancements (CFS #13)
 - The scope includes enhancements to the pedestrian tunnel, landscaping, and irrigation at the mobility hub at Kendall Parkway and I-25.
 - The pre-bid meeting took place on April 11, 2023 with the bid opening not currently scheduled. An update will be provided at the May 18, 2023 board meeting.

CONSTRUCTION

5. Myers Group 5th Subdivision Landscaping (CFS #5)
 - The scope includes landscaping and irrigation along Byrd Drive, Precision Drive, and I-25 Frontage.
 - A construction contract with Waterwise Land and Waterscapes was approved at the April 20, 2023 board meeting. The District is finalizing the contract and construction is anticipated to start in June.
6. Centerra Parcel 301 Public Landscaping (CFS #9)

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Loveland, CO 80537
(970) 669.3611

Denver
6950 E. Belleview Ave, Suite 200
Greenwood Village, CO 80111
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- The scope includes landscaping and irrigation adjacent to 15th Street and Highway 34.
 - Waterwise Land and Waterscapes has completed all scopes of work except for the installation of the sod in the tree lawn along 15th Street which will be installed in the spring of 2023. An initial acceptance walk will be scheduled once the sod has been installed.
7. Parcel 504 Phase 2 Public Infrastructure (CFS #10)
- The scope includes water, storm sewer, and roadway improvements to Hopper Lane, Kendall Parkway and Sky Pond Drive.
 - An initial acceptance walk-through with the City of Loveland and Connell Resources took place on March 3, 2023. Connell has corrected all punch list items and the District is awaiting the initial acceptance letter from the City of Loveland.
8. Parcel 504 Phase 2 Public Landscaping (CFS #10)
- The scope includes landscaping and irrigation on Sky Pond Drive, Kendall Parkway, and the Central Green.
 - Bath, Inc. has started construction of the irrigation along Kendall Parkway with completion anticipated in the summer of 2023.

WARRANTY

9. Boyd Lake Avenue South Landscaping (CFS #7)
- Landscape warranty expires on September 9, 2023. A final acceptance walkthrough will be coordinated in August of 2023.
10. Kendall Parkway and Boyd Lake Avenue Landscaping (CFS #15)
- Landscape warranty expires on September 21, 2023. A final acceptance walkthrough will be coordinated in August of 2023.
11. Parcel 301 Public Infrastructure (CFS #9)
- City streets/storm warranty period expires on January 7, 2024. Final acceptance will be requested in December 2023.
 - City water/sewer warranty period expires on July 29, 2024. Final acceptance will be requested in June of 2024.
12. Boyd Lake Avenue South (Hwy 34 to GLIC) (CFS #7)
- City streets/storm warranty period expires on December 23, 2022. A final acceptance walk took place on November 4, 2022, and punch list items were identified. The contractor has completed the punch list items and the District is awaiting the final acceptance letter from the City of Loveland.
 - City water/sewer warranty period expired on March 18, 2023. Final acceptance has been requested.
13. Savanna 5th Subdivision Public Infrastructure (CFS #6)
- City streets/storm warranty period expires on December 4, 2022. A final acceptance walk took place on November 4, 2022, and punch list items were identified. The contractor has completed the punch list items and the District is awaiting the final acceptance letter from the City of Loveland.



- City water/sewer warranty period expires on January 4, 2023. Final acceptance has been requested.
14. Northwest Arterial Roadways Ph 2 Public Infrastructure (CFS #4)
- City streets/storm warranty period expired on September 15, 2022. A final acceptance walk took place on November 16, 2022, and punch list items were identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion
 - City water/sewer final acceptance was received on October 12, 2022.
15. Savanna 2nd/Kendall Parkway Phase 2 (Mainstreet to Rocky Mountain Ave) Public Improvements (CFS #2)
- A final acceptance walk with the City of Loveland for streets/storm has taken place and punch list item have been identified. The contractor is coordinating repairs of the punch list items and will request acceptance upon completion.

 **PINNACLE**
CONSULTING GROUP, INC.
Centerra Parcel 504 Phase 2 Landscaping



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