

# Coors Technology Center Owners Association

PO Box 1348  
Golden, CO 80402  
[propertymanager@gcgcre.com](mailto:propertymanager@gcgcre.com)  
Genesee Commercial Group  
(720) 476-5234

March 6, 2023

Dear Coors Technology Center Owner or Agent:

This letter is notification of the annual meeting of the Coors Technology Center Owners Association (CTCOA), as required per Association Bylaws. It is critical that owners attend or return the proxy to confirm a quorum. The meeting will be held as follows:

**Wednesday, March 29, 2023 9:00 am – 10:00 am**  
**16035 Table Mountain Parkway Golden, CO 80403**

If you are an agent of the owner, please ensure that this packet is provided to the fee owner.

Elections of one Director to the Board of Directors for a 3-year term from March 2023 through March 2026. Clint Schahrer with KPS has agreed to serve a 3-year term, if re-elected. Write in nominations are accepted. **You may vote in person at the meeting or by proxy.** Other Board members are Bill Clark (term expires 2025) and Corrine Walz (term expires 2024).

Election of the owners' representative to the Design Review Committee for a 1-year term. Ken Harshman, architect, Grey Wolf Architecture has served since 2011 and decided to retire. Jim Fraser, architect, with McDermott Associates, Inc. has agreed to serve a one-year term, if elected. Other members of the Design Review Committee are the current Board members and Karen Addison with Genesee Commercial Group.

Please read through the attached 2022 Meeting Minutes so that they can be accepted as written at the meeting.

Kindly respond regarding your attendance (or that of your representative) to [propertymanager@gcgcre.com](mailto:propertymanager@gcgcre.com) no later than **Friday, March 24, 2023.**

***If you cannot attend, please return your proxy or ballot by email or US mail to ensure a quorum of the members. If sending by US mail, please mail no later than Friday, March 24, 2023.***

Sincerely,



Karen Addison  
Coors Technology Center Owners Association Manager  
Genesee Commercial Group, LLC

## Coors Technology Center Owners Association

PO Box 1348  
Golden, CO 80402  
propertymanager@gcgcre.com

### 2023 Proxy

BE IT KNOWN, that I, \_\_\_\_\_, the Owner, or Owner's Representative of \_\_\_\_\_, located at \_\_\_\_\_ aka Lot No.(s) \_\_\_\_\_, Coors Technology Center Owners Association, hereby constitute and appoint Bill Clark as my true and lawful agent for me and in my name, place and stead, to vote as my proxy at the **Annual Meeting of the Owners of Coors Technology Center Owners Association**, to be held on **March 29, 2023** for the transaction of any business which may legally come before the meeting, and for me and in my name, to act as fully as I could do if personally present.

WITNESS my hand this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

### 2023 Ballot

#### Board of Directors

This Ballot is to elect a Director to the Board of the Association. In accordance with the Bylaws of the Coors Technology Center Owners Association, Article IV, Section 4. Directors are elected to a three-year term, with 1/3 of the terms expiring annually.

**Current Board of Directors: Bill Clark (2025), Clint Schahrer (2023), Corrine Walz (2024)**

Vote for one director to serve a three-year term (2023-2026).

☐

Clint Schahrer, KSP

☐

Write in \_\_\_\_\_

#### Owners Representative Design Review Committee

Election of an owner's representative to the Design Review Committee, per Declaration 5.1

Vote for one DRC member to serve a one-year term (2023-2024).

☐

Jim Fraser, McDermott Associates, Inc.

☐

Write in \_\_\_\_\_

-----  
Ownership/Company Name \_\_\_\_\_

Property Street Address or Lot Number \_\_\_\_\_

Date \_\_\_\_\_

***You may either (1) vote at the meeting, (2) return ballot or proxy by email to: propertymanager@gcgcre.com, (3) return ballot or proxy by US Mail to: CTCOA PO Box 1348 Golden, CO 80402.***

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## **ANNUAL MEETING AGENDA 2023**

**MEETING LOCATION, DATE AND TIME: 16035 Table Mountain Parkway on Wednesday, March 29, 2023 from 9:00 AM to 10:00 AM.**

**Bill Clark, President** (term expires 2025)  
**Clint Schahrer, Vice President** (term expires 2023)  
**Corrine Walz, Secretary/Treasurer** (term expires 2024)

1. ROLL CALL
2. PROOF OF NOTICE OF MEETING
3. APPROVAL OF MINUTES OF PRECEDING MEETINGS
  - ANNUAL MEETING March 10, 2022
4. REPORTS OF OFFICERS
  - TREASURER'S REPORT
    - 2022 YEAR END FINANCIAL STATEMENT
    - 2023 BUDGET AND ASSESSEMENTS - Owner Ratification
    - 2023 Assessments will remain the same
5. REPORTS OF COMMITTEES AND VOTE - proxy or ballot attached
  - DESIGN REVIEW COMMITTEE, Bill Clark, Chairman
    - Election of Owner Representative – Jim Fraser, McDermott Associates, Inc., or nomination
  - NOMINATING COMMITTEE, Bill Clark Chairman
    - Election of President – Clint Schahrer, KSP, or nomination for a 3-year term 2023-2026
6. NEW BUSINESS
  - PARK BUSINESS-
    - A. Fairmount Fire Protection - update
    - B. Snow Removal – reminder City of Golden statute prohibits parking lot snow being pushed out onto the City streets; all parking lot snow must be stockpiled on site
    - C. Landscaping – reminder that trees need to be maintained and removed promptly if diseased or dead and grass areas needs to be maintained including needed watering
7. MISCELLANEOUS
  - CONTACT INFORMATION - please provide any updated information, change in ownership email, phone, management vs. fee ownership
8. ADJOURNMENT of ANNUAL MEETING

**MINUTES OF THE ANNUAL MEETING  
OF THE  
COORS TECHNOLOGY CENTER OWNERS ASSOCIATION**

The 2022 Annual Meeting of the owners of the Coors Technology Center Owners Association (CTCOA) was held at 8 am Thursday March 10, 2022 at 16035 Table Mountain Parkway, Golden, Colorado.

Owners or Owner's representatives present:

Bill Clark (CoorsTek), Erie Country Investment (Conner Roybal), Clint Schahrer (Kong), Mark Kovac (Kong Research), Jose Espino (CO811-UNCC), and Elizabeth Geisleman (Kokopelli/WMR).

Proxies were received from Molson Coors, Next Level Sports, Lots 3B-1,27, CTC, LLP, Bovamar, Meurer Research, J&N Real Estate, NR Denver Industrial, Cottonwood Pointe, Acuff/New Terrain, WRT.

Karen Addison (Genesee Commercial Group) as managing agent for CTCOA was also present.

Bill Clark, Association Board of Directors President, called the meeting to order at 8:00 am.

1. Roll Call - Owners or proxies for 116.86 acres of the 200.78 acres in the Association were present, representing 58.20% of the outstanding votes, thus a quorum was present. Attendees introduced themselves to one another.
2. Proof of Notice of Meeting - The members acknowledged receiving meeting package via US mail and e-mail.
3. Approval of Minutes of Preceding Meetings - Bill Clark stated the 2021 Annual Meeting minutes were included in the notification packet and reviewed items. Motion to accept as written by Jodi Kostelnik and seconded by Vanessa Dyer; all in favor.

4. Reports of Officers

TREASURERS REPORT – Bill Clark

- 2021 YE financial report. Operating expenses were \$17,000.00 to the good and monies will be utilized for street repair at 45<sup>th</sup> and service drive on the south end of the park. Bill Clark reminded attendees that the association is a not for profit organization.
- 2022 maintaining some of the costs with a little increase due to CPI – landscaping, management, electricity and water. Dues are remaining the same as 2021. Bill Clark asked if there were any questions. Biggest expense is for maintenance of the medians, land in the Association including the ponds, swamp angel storm drainage, clocks for sprinklers, clean south water drainage, pumps, etc. Maintenance individual was mentioned specifically for all of his efforts on behalf of the Association. Board of Directors has approved of the budget as presented. Motion to approve the 2022 Budget as presented was made by Elizabeth Geisleman and seconded by Jose Espino. Motion carried.

5. Reports of Committees

NOMINATING COMMITTEE – Bill Clark

- Design Review Committee - Composed of the Board of Directors, property manager and an outside architect as selected by the owners. Committee Chair, Bill Clark, reported that Ken Harshman of Grey Wolf Architecture has agreed to serve again as the CTCOA owners' representative. Bill Clark explained that an outside architect represents and protects the owners' interests. Ballots and proxies were returned and Ken Harshman was selected for another year.

- Board of Directors – Composed of three owners or their representatives elected to the Board who, when elected, serve three-year term which is staggered to ensure continuity. Bill Clark noted that his term ends in March 2022 and has agreed to serve for another three year term. Bill Clark called for nominations from the floor and, with no further nominations, a Motion was made to close nominations from the floor by Elizabeth Geiselman and was seconded by Mark Kovac. Motion carried. Ballots and proxies were returned and Bill Clark was selected to serve for another three-year term.

In talking about Board services, comments were made that the package should be mailed further out than three weeks. This does not provide enough time to nominate and get to know nominees. Bill Clark explained that it has been consistently difficult to get people to attend Annual Meetings let alone express a desire to run for the Board. If someone is interested in Board service, they can contact the managing agent in advance. Since a draft of the minutes is mailed out, we can include information about the overall cycle so that the Owners are aware. Along these same lines, it was expressed that this would then make the association feel more like a community and that there are opportunities for participation versus just paying a fee. We can also include a contact form with so that the Association is assured of having the correct contact information. Nominating Committee can emphasize that there is a Board position coming up and to contact our managing agent if you want to run in advance of the Annual Meeting package.

## 6. New Business

- a. Introduction of new association manager, Karen Addison with Genesee Commercial Group.
- b. On Street Parking – This is a continuous problem. No on street allowed originally as per the governing documents. Owners were required to build and accommodate all parking on their site. When the Association got annexed to Golden, Golden chose to not enforce the rules and we are not going to enforce. For 45<sup>th</sup> Drive, Fairmont Fire said if you park on both sides there is not enough space. Golden put up parking signs on one side. There are legal issues with brewery relative to concerns at night and alcohol may be an issue. City of Golden does not care. Issue during pandemic with resource issue. City is not our problem, owners not our problem. Rocky Mountain warehouse (and Audi) are challenged to accommodate larger trucks that have furniture that 53' trucks wheels locked in the middle of the culdesac was there for 5 hours and couldn't get deliveries and employees in and out. There are Homeland Security issues and Elizabeth Geiselman will talk to the City. Technology Drive can only accommodate parking on one side and concerns are about parking overnight. New Terrain has lots of pedestrians. It's an issue with City of Golden. Fairmont says it is not an issue. City is only legal entity that can enforce.

Bus service question was raised. RTD pulled their service due to the W line. We can certainly revisit with RTD given that if Golden is going to require point of sustainability and limit the spaces, it was noted that students from Mines as interns need a way to get to and from the park. If anyone is interested in pursuing RTD to re-establishing service back to the park and/or with the City of Golden, please let managing agent know. KONG had tried to put together a meeting within the Association 4 years ago and only 2 employees showed up.

How to engage the members of the business park moving forward to overcome perceived apathy is the overriding issue. Trying to communicate with the park is a challenge. Park is a huge cash cow for the City of Golden but the Association itself has no ballot power versus individual voters.

- c. Snow Removal – Quick reminder that the City of Golden statute prohibits pushing snow out onto City streets. All snow must remain on individual properties.

- d. Fairmount Fire Protection – Bill Clark provided overview and update for everyone present.

Owners were getting rebates on property taxes but no longer. Coors Tek paid for exclusion attorney to get into negotiations with Fairmount Fire for agreement written last year. Work on phased down agreement to get to 2024 they would give us an increasing rebate. And in 2024 we would be removed from Fairmount and it would be City of Golden only based on that legal document.

Clauses in the agreement as to use best efforts to work with City to get counsel approval on single plan, inter-government agreement by and finding of quality of services for fire support. City will work with Fairmount.

Bill has met with everyone involved and represents that Coors hired attorney will get with new City attorney to get them up to speed. We are not sure of fire department but may not be up to speed with what is required. City counsel minutes and fire department of Golden basically state that Fairmount is doing City's job because City doesn't have enough resources. Bill needs to get IGA – approved in district court – to get this done within the two years.

Association needs attorney to continue to with Coors attorney. This will be costly to Association – Coors Tek has paid \$40K to date and a minimum of \$10k, if everything goes well. If there is blowback then costs could go up. Might spend all this money and may not have a deal in time. Fairmount is not necessarily in favor of this but they know we are not going to continue and know we are united in getting this resolved. Excess revenues can be used for this. Keep pushing as necessary. No new update, meet with new city of attorney is pending at this time. City must agree with service agreement to take over CTC on January 1, 2024. Invoices coming to Bill and Board approved prior to any payment being issued.

Questions – engaging other organizations to put pressure on the City is not yet warranted. This would be a binding agreement for the businesses that are here already on file. Jefferson County Economic Development BOD could be option but will see how it goes.

Motion was made to adjourn the meeting by Clint Schahrer and was seconded by Elizabeth Geiselman. Motion passed and meeting was adjourned at 9:10 am.

**COORS TECHNOLOGY CENTER OWNERS ASSOCIATION**  
**2023 - Prepared Jan 2023 REVISED**  
**assume CPI 1.06%**

EXPENSES	2022 BUDGET	Projected 2022 Year End	Variance Budget Over/(Under)	Discussion	Proposed 2023 Budget	Budget Discussion change from 2022 Budget
Insurance	\$ 1,596	\$ 3,229	\$ 1,633	All included	\$ 3,229	2022 actual
Legal & Acct	\$ 4,092	\$ 3,732	\$ (360)	Accounting only	\$ 4,092	As contracted
Design Review	\$ 500	\$ 902	\$ 402	Limited Projects only	\$ 2,000	Limited DRC but also ODP Revisions
Prop Mgt/Admin	\$ 20,400	\$ 22,639	\$ 2,239	Contract Genesee Commercial	\$ 25,000	Contract Genesee Commercial + mailings and Annual Meeting and bank fees
FFPD Exclusion	\$ 95	\$ 7,409	\$ 5,000	Legal Fees ONLY	\$ 5,000	Legal Fees ONLY; contingency
Property taxes	\$ 120	\$ 113	\$ (7)	2021 actual	\$ 120	2022 actual; no change for 2023
Repairs/Mtce (gen)	\$ 7,652	\$ 8,682	\$ 1,030	Dead trees, cattails, consulting, sheds	\$ 15,500	Tree removal, bridge replacement and holiday decorations
Water	\$ 10,411	\$ 10,650	\$ 239	9 mos actual +3 mos estimated	\$ 11,000	2022 budget plus CPI
Utilities	\$ 1,000	\$ 968	\$ (32)		\$ 1,000	2022 actual
Snow Removal Sidewalks	\$ 13,220	\$ 7,735	\$ (5,485)		\$ 15,000	2022 + anticipated heavy January snow/ice
Snow Removal Service Dr.	\$ 2,000	\$ -	\$ (2,000)	As budgeted; now separate line item	\$ 2,000	CoorsTek donated this item in 2022
Landscape	\$ 52,680	\$ 61,221	\$ 8,541		\$ 55,000	2022 budget plus 3% increase
Stormwater Discharge	\$ 11,814	\$ 11,978	\$ 164	As budgeted	\$ 12,500	2022 actuals plus CPI
Stormwater Maint	\$ 2,120	\$ 3,800	\$ 1,680	Vegetation clean out + Pond 2 cattails	\$ 4,000	2022 budget plus CPI
Improvements	\$ 3,250	\$ -	\$ (3,250)		\$ -	None other than above anticipated
Operating Subtotal	\$ 130,950	\$ 143,059	\$ 9,796	Over budget; reserve transfer	\$ 155,441	
Reserve	\$ 17,010	\$ 4,901			\$ (7,481)	Deposit to reserves
TOTAL	\$ 147,960	\$ 147,960			\$ 147,960	

**2022 3Q Reserves = \$39,476.30+/- or about 26% of operating budget - target is 25-30% for contingencies only.**

Assessments	2023	2022	2021	2020	2019	2018	2017	2016	2015
Assessable acres	\$ 200.76	\$ 200.76	\$ 200.76	\$ 200.76	\$ 200.76	\$ 200.76	\$ 200.76	\$ 200.76	\$ 200.76
Per acre rate	\$ 737.00	\$ 737.00	\$ 737.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00	\$ 625.00
Operating revenue	\$ 147,960.00	\$ 147,960.12	\$ 147,960.12	\$ 125,475.00	\$ 125,475.00	\$ 125,475.00	\$ 125,475.00	\$ 125,475.00	\$ 125,475.00