

**MINUTES OF A SPECIAL JOINT MEETING OF THE  
BOARDS OF DIRECTORS OF THE  
SERRATOGA FALLS METROPOLITAN DISTRICTS NOS. 1 AND 3  
HELD  
NOVEMBER 4, 2021**

A Special Joint Meeting of the Boards of Directors of the Serratoga Falls Metropolitan Districts Nos. 1 and 3 was held on November 4, 2021 at 5:00 p.m. held exclusively via teleconference. The meeting was open to the public.

**ATTENDANCE:**

In attendance were Directors:

Kenneth Mitchell, President (via teleconference)  
Anthony Vienna, Treasurer (via teleconference)

Absent and Excused were:

Darren Morritz, Assistant Secretary

Also in attendance were:

Lisa Mayers, Spencer Fane LLP (via teleconference)  
Alex Carlson and Andrea Weaver, Centennial Consulting Group, LLC (via teleconference)  
Andrew Hartsel, Mosaic Land Development Services, LLC (via teleconference)

**CALL TO ORDER:**

Mr. Carlson noted that a quorum of each Board was present or participating, and called the meeting to order at 5:08 p.m.

**DIRECTOR  
QUALIFICATIONS/  
DISCLOSURES:**

The Directors in attendance confirmed their qualification to serve. Ms. Mayers noted that Affidavits and Oaths of Office had been received and filed with the State of Colorado. Mr. Carlson confirmed Notice of the meeting had been posted on the District's website at least 24 hours in advance of the meeting.

**CONFLICT OF  
INTEREST:**

Ms. Mayers advised the Board that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board reviewed the agenda for the meeting, following which each Board member confirmed the contents of 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.

**AGENDA:**

Following review and discussion, upon a motion by Director Mitchell, seconded by Director Vienna, unanimously carried, the Agenda was approved with the addition of the Ratification of the Letter of Intent to CRC.

**PUBLIC COMMENT:**

None.

**DESIGNATION OF OFFICERS**

Following discussion, Director Vienna motioned to designate Director Mitchell as President of the Board. Director Mitchell motioned to designate Director Vienna as Treasurer of the Board.

**REVIEW OF PRIOR MEETING'S MINUTES:**

The Board reviewed the March 16, 2021 Meeting Minutes. Upon a motion by Director Mitchell, seconded by Director Vienna, and upon vote, unanimously carried, the Board approved the March 16, 2021 Meeting Minutes.

**FINANCIAL MATTERS**

**Review and Ratify Payment of Claims.** Ms. Weaver presented. Following discussion, Director Mitchell made a motion to approve the Payment of Claims. Director Vienna seconded, and the motion was unanimously approved.

**Financial Statements.** The Board reviewed the Financial Statements ending September 30, 2021. Following discussion, Director Mitchell made a motion to approve the Financial Statements, Director Vienna seconded, and the motion was unanimously passed.

**2021 Budget Amendment:** Upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously approved, the Board opened the public hearing for the 2021 Budget Amendments. Hearing no comment, upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously approved, the Board closed the public hearing for the 2021 Budget Amendments.

The Board considered Adoption of 2021 Amended Budgets, Approval of Resolution to Adopt Budgets, and Appropriate Sums of Money as needed. Upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously approved, the Board approved the Adoption of 2021 Amended Budgets, Approval of Resolution to Adopt Budgets, and Appropriate Sums of Money as needed.

**2022 Budget:** Upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously approved, the Board opened the public hearing for the 2022 Budgets. Hearing no comment, upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously approved, the Board closed the public hearing for the 2022 Budgets.

The Board considered Adoption of 2022 Budgets, Approval of Resolution to Adopt Budgets, Appropriate Sums of Money, and Certification of Mill Levies for District Nos. 1 & 3. Upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously approved, the Board approved the Adoption of 2022 Budgets, Approval of Resolution to Adopt Budgets, Appropriate Sums of Money, and Certification of Mill Levies for District Nos. 1 & 3.

**Audits:** The Board considered ratification of the 2020 Audit Exemption. Upon a motion by Director Mitchell, seconded by Director Vienna, unanimously carried, the Board ratified the 2020 Audit Exemption. The Board also considered authorizing a Board Member to select an auditor for 2021 as needed. Following discussion upon a motion by Director Vienna, seconded by Director Mitchell, unanimously carried, the Board authorize Director Mitchell to select an auditor for 2021 as needed.

## **LEGAL MATTERS**

**Centennial Consulting Group 2022 Service Contract:** Following discussion, upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously passed, the Board approved the Centennial Consulting Group 2022 Service Contract

**Updates to District Transparency Notices:** Following discussion, upon a motion by Director Vienna, seconded by Director Mitchell, and unanimously passed, the Board approved the Updates to District Transparency Notices.

**2022 Administrative Matters Resolution District Nos. 1 & 3:** Following discussion, upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously passed, the Board approved the 2022 Administrative Matters Resolution District Nos. 1 & 3. It was decided that the Board will send election notices through mail and the District Website.

**Exclusion from Worker's Compensation Resolution:**

Following discussion, upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously passed, the Board approved the Exclusion from Worker's Compensation Resolution.

**2022 Election Resolution:** Following discussion, upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously passed, the Board approved the 2022 Election Resolution.

**DISTRICT MATTERS**

**Ratification of Letter of Intent:** The Board considered ratification of the Letter of Intent regarding Filing 3. Following discussion, upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously passed, the Board ratified the Letter of Intent with CRC.

**Landscape Maintenance Contract:** The Board considered approval of the Landscape Maintenance Contract. Following discussion, upon a motion by Director Vienna, seconded by Director Mitchell, and unanimously passed, the Board approved Director Mitchell to execute the contract with Bath Landscaping.

**Amendment to the Water Rules and Regulations to Incorporate Savings for Xeriscape Properties:** The Board considered approval of the Amendment to the Water Rules and Regulations to Incorporate Savings for Xeriscape Properties. Following discussion, upon a motion by Director Mitchell, seconded by Director Vienna, and unanimously passed, the Board approved the Amendment to the Water Rules and Regulations to Incorporate Savings for Xeriscape Properties.

**Street Parking:** The Board discussed Street Parking. No action was taken at this time.

**OTHER BUSINESS**

None.

**ADJOURNMENT**

There being no further business to come before the Board, upon a motion duly made by Director Mitchell, seconded by Director Vienna, and unanimously carried, the Board adjourned the meeting.

Respectfully submitted,

*Allen Carter*

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Secretary of the Boards