

**MINUTES OF A SPECIAL MEETING OF THE  
BOARDS OF DIRECTORS OF THE  
SERRATOGA FALLS METROPOLITAN DISTRICT NO. 3  
HELD  
MAY 11, 2023**

A Special Meeting of the Board of Directors of the Serratoga Falls Metropolitan District No. 3 was held on May 11, 2023 at 2:30 p.m. held exclusively via teleconference. The meeting was open to the public.

**ATTENDANCE:**

In attendance were Directors:

John Nelson, President/Chair  
Reed Miller, Secretary  
Dr. Carise Charles, Treasurer  
Barry Block, Director  
Peter Champion, Director

Absent and Excused were:

None.

Also in attendance were:

Alex Carlson, Molly Mild and Andrea Weaver, Centennial Consulting Group, LLC  
Daniel Keifer – Bath Landscaping  
Colin Mielke – Seter VanderWall, P.C  
Andrew Hartsel – Mosaic Land Development

Nineteen Homeowners (28):

Naveed Rizvi  
Jack Lipscomb  
Kris Kanter  
Brooke Nelson  
Travis Yingst  
Kerry Fields  
Ian  
Kathleen Lipscomb  
Cathy Sax  
Larry Sandoval  
Kelley Reichert  
Cathleen  
Michael Barnhardt Jr.  
Andres

George Wear  
Fritzi Calento  
Brian Winfield  
Steve Pearlman  
Liz Bosket  
Kimberly Karpowitz  
Lisa Switzer  
Lori Thalheimer  
Nina w.  
Hanah Malone  
Christina Pasana  
Scott B.  
Tony and Priscilla

**CALL TO ORDER**

Mr. Carlson noted that a quorum of each Board was present or participating and called the meeting to order at 2:35 p.m.

**DIRECTOR  
QUALIFICATIONS/  
DISCLOSURES**

The Directors in attendance confirmed their qualification to serve. 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**

Mr. Carlson 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 Boards 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.

**INTRODUCTION OF NEW  
BOARD MEMBERS**

Director Block introduced himself as the newest member of the Board.

**ELECTION OF OFFICERS**

Director Reed moved to appoint Director Nelson as Treasurer. Director Champion seconded and upon vote the motion passed 3-2 with Director Charles and Director Block voting against the nomination.

Director Nelson moved to appoint Director Reed as President. Director Champion seconded and upon vote the motion passed 3-2 with Director Charles and Director Block voting against the nomination.

## **ADMINISTRATIVE MATTERS**

Director Charles moved to appoint Director Champion as Secretary. Director Nelson seconded and upon vote the motion passed unanimously.

Approval of Meeting Minutes: The Board reviewed the minutes from the Work Study held on March 15, 2023. Upon a motion duly made by Director Champion, seconded by Director Miller, and upon vote, unanimously carried, the Board approved the March 15, 2023 Work Study minutes as presented.

Review and Consider Acceptance of the Revised Cost Certification Report Dated November 29, 2022: The Board reviewed the Revised Cost Certification Report Dated November 29, 2022. Director Miller moved to accept the report as presented. Director Nelson seconded, and upon vote the motion passed 3-1 with Director Charles opposed and an abstention from Director Block.

Consider Ratification of Landscape Maintenance Services with Bath, Inc.: The Board considered the Ratification of Landscape Maintenance Services with Bath, Inc. Director Charles moved to ratify the Landscape Maintenance Services with Bath, Inc. Director Nelson seconded, and upon vote the motion unanimously carried.

Discuss the Architectural Control Committee and Request for Volunteers: The Board discussed. Director Charles moved to add Director Champion to the Architectural Control Committee. Director Nelson seconded, and upon vote the motion unanimously carried.

## **FINANCIAL MATTERS**

Consider Ratification of Payables: The Board considered the Ratification of Payables. Director Nelson moved to ratify the payables as presented. Director Champion seconded, and upon vote the motion unanimously carried.

Consider Unaudited Financial Statements for the Period Ending March 31, 2023: The Board considered the Unaudited Financial Statements for the period ending March 31, 2023. Director Charles moved to accept the Unaudited Financial Statements as presented. Director Block seconded, and upon vote the motion unanimously carried.

**ATTORNEY  
REPORT**

Review and Consider Approval of Agreement and Release between Kitchel Lake Development Corporation, Kitchel Lake Partners, LLC and the Serratoga Falls Metropolitan District No. 3: Following review and consideration, Director Nelson moved to approve the agreement as presented. Director Charles seconded, and upon vote the motion unanimously carried.

Review and Consider Approval of an Amended and Restated Intergovernmental Agreement between Serratoga Falls Metropolitan District No. 1 and Serratoga Falls Metropolitan District No. 3: Following review and consideration, Director Block moved to approve the amended and restated agreement. Director Champion seconded, and upon vote the motion unanimously carried.

Ratification of Second Amendment to Intergovernmental Agreement between Timnath, Serratoga Falls Metropolitan District No. 1 and Serratoga Falls Metropolitan District No. 3: Director Champion moved to ratify the amendment as presented. Director Charles seconded, and upon vote the motion unanimously carried.

**OTHER BUSINESS**

The Board discussed the request to plant trees in the open space made by the resident at 970 Skipping Stone and determined that this will be deferred to the landscape committee.

The Board discussed the needed replacement of trees throughout the community. Mr. Carlson informed the Board the the development team was actively working with the Town of Timnath to provide tree replacements and exchanges to receive Town Acceptance. The Board determined that it was best to wait to see exactly what was required by the Town and installed by the developer prior to moving forward with any decision.

The Board considered the formation of a Common Spaces Committee. Director Nelson moved to form a Common Spaces Committee with Director Block and Director Champion as inaugural members. The Board agreed that the initial mandate would be to maintain and enhance the common spaces, utilize resources efficiently, monitor maintenance, collect and negotiate bids, propose design improvements, and manage volunteers. Director Champion seconded and upon vote the motion unanimously carried.

**ADJOURNMENT**

There being no further business to come before the Board, Director Miller moved to adjourn the meeting. Director Charles seconded, and the Board adjourned the meeting.

Respectfully submitted,

*T. Red Mill*

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Secretary of the Boards






# SF3 - 5-11-2023 - Minutes - Final

Final Audit Report

2024-02-06

Created:	2024-02-06
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