

# RECORD OF PROCEEDINGS

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## MINUTES OF A SPECIAL JOINT MEETING OF THE BOARDS OF DIRECTORS OF THE SERRATOGA FALLS METROPOLITAN DISTRICTS NOS. 1 AND 3 HELD MARCH 5, 2020

A Special Joint Meeting of the Boards of Directors of the Serratoaga Falls Metropolitan Districts Nos. 1 and 3 was held on March 5, 2020, at 3:00 p.m. at Timnath Fire Station located at 4800 Signal Tree Drive, Timnath, CO 80547 and via teleconference. The meeting was open to the public.

### ATTENDANCE:

#### In attendance were Directors:

Jesse McDowell, President (via teleconference)  
Byron Levkulich, Treasurer (via teleconference)  
Kenneth Mitchell, Assistant Secretary  
Anthony Vienna

#### Absent and Excused were:

B. Joseph Leininger, Secretary

#### Also in attendance were:

Matt Dalton, Spencer Fane LLP (via teleconference)  
Alex Carlson and Andrea Weaver, Centennial Consulting Group, LLC

### CALL TO ORDER:

Mr. Carlson noted that a quorum of each Board was present or participating, and called the meeting to order.

### DIRECTOR QUALIFICATIONS/ DISCLOSURES:

The Directors in attendance confirmed their qualification to serve. Mr. Dalton 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 and that the District's transparency notice indicated the time and location of this meeting at least 30 days prior to the meeting date.

### CONFLICT OF INTEREST:

Mr. Dalton 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,

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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 motion duly made by Director Mitchell, seconded by Director Vienna, and upon vote, unanimously carried, the Board approved the agenda as presented.

## **PUBLIC COMMENT:**

There were no members of the public present for comment.

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

The Board reviewed the December 11, 2019 Meeting Minutes. Upon a motion by Director Vienna, seconded by Director Mitchell, and upon vote, unanimously carried, the Board approved the December 11, 2019 Meeting Minutes as presented.

## **FINANCIAL MATTERS**

**Financial Statements.** Ms. Weaver presented the unaudited financial statements for the periods ending at December 31, 2019 and January 31, 2020. Upon a motion by Director Vienna, seconded by Director Mitchell, and upon vote, unanimously carried, the Board approved the unaudited financial statements for the periods ending December 31, 2019 and January 31, 2020.

**Payment of Claims.** Ms. Weaver presented the payment of claims for the period from November 27, 2019 to February 29, 2020. Upon a motion by Director Mitchell, seconded by Director Vienna, and upon vote, unanimously carried, the Board ratified the claims presented for payment for the period from November 27, 2019 to February 29, 2020.

**COLOTRUST Bank Account.** The Board discussed bank signatory authority for the Districts and reviewed and discussed the Resolution to Open a COLOTRUST Bank Account for District No. 3. Upon a motion by Director Vienna, seconded by Director McDowell, and upon vote, unanimously carried, the Board appointed Ms. Weaver as District Accountant to open and fund a COLOTRUST Bank Account, and designated Director Mitchell and Mr. Carlson as bank signatories. Additionally, the Board determined that any check in an amount greater than \$5,000 must have both Director Mitchell and Mr. Carlson's signatures.

Upon a motion by Director Vienna, seconded by Director Mitchell, and upon vote, unanimously carried, the Board approved the Resolution to Open a COLOTRUST Bank Account for District 3.

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**Audit Exemptions.** The Board reviewed the Resolutions for Exemption from Audit for the Year 2019 for District Nos. 1 and 3 and discussed the March 31, 2020 deadline to file the audit exemptions. Upon a motion by Director Mitchell, seconded by Director Vienna, and upon vote, unanimously carried, the Board approved the Resolutions for Exemption from Audit for the Year 2019 for District Nos. 1 and 3.

**Resolution to enter into an Intergovernmental Agreement to Obtain Insurance Coverage.** The Board discussed the Resolutions to enter into an Intergovernmental Agreement to Obtain Insurance Coverage with the Colorado Special District Property and Liability Pool for both District Nos. 1 and 3. Upon a motion by Director Vienna, seconded by Director Mitchell, and upon vote, unanimously carried, the Board approved the Resolutions to Enter into an Intergovernmental Agreement to Obtain Insurance Coverage with the Colorado Special District Property and Liability Pool.

**Intergovernmental Agreement for Colorado Special Districts Property and Liability Pool.** The Board discussed and considered approving the Intergovernmental Agreement for Colorado Special Districts Property and Liability Pool for both District Nos. 1 and 3. Upon a motion by Director Mitchell, seconded by Director Vienna, and upon vote, unanimously carried, the Board approved the Intergovernmental Agreement for Colorado Special Districts Property and Liability Pool.

## **LEGAL MATTERS**

**Joint Resolution Concerning the Imposition of Tap Fees and Water Usage Fees Amendment Hearing.** Director Mitchell opened the public hearing. Hearing no comments from the public, Director Mitchell closed the public hearing. Following discussion, Director Vienna made a motion to approve the updated water usage fee table as appended to these minutes and appended to the previously approved Joint Resolution Concerning the Imposition of Tap Fees and Water Usage Fees of the Serratoga Falls Metropolitan District Nos. 1 and 3. Director Mitchell seconded, and the motion was unanimously approved.

**Discussion Concerning Formal Separation Between between Serratoga Falls Metropolitan District No. 1 and Serratoga Falls Metropolitan District No. 3.** The Board determined to defer this item to a future meeting.

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**DEVELOPMENT  
UPDATES**

Director Vienna presented development and construction updates to those present.

**OTHER BUSINESS**

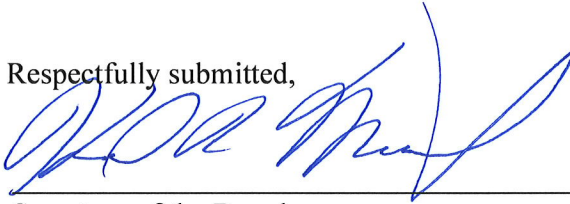
The Board discussed the following topics:

- Bond Transfer of Ownership
- Easement Establishment
- Underground Pipe Installation
- Sediment Screens

**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,



Asst.

Secretary of the Boards