

MINUTES OF A JOINT SPECIAL MEETING OF THE
BOARDS OF DIRECTORS

OF

FOREST TRACE METROPOLITAN DISTRICT NOS. 1-3

Held: Tuesday, September 29, 2020 at 1:30 p.m. via
teleconference.

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Public Health & Environment, and the threat posed by the COVID-19 coronavirus, this meeting was held via teleconference.

The meeting referenced above was called and held in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve, were in attendance:

Daniel Frank
Richard Frank
Marc Cooper

Also present were Clint C. Waldron, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; and Bill Flynn, Simmons & Wheeler, P.C., District Accountant.

Call to Order/Declaration of Quorum Director D. Frank noted that a quorum of the Boards was present and called the meeting to order.

Director Qualifications/Conflicts of Interest/Reaffirmation of Disclosures Mr. Waldron reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. Mr. Waldron inquired into whether members of the Boards had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

Joint Meetings The Boards of Directors of the Districts have determined to hold joint meetings of the Districts and to prepare joint minutes of

action taken by the Districts in such meetings. Unless otherwise noted herein, all official action reflected in these minutes is the action of each of the Districts. Where necessary, action taken by an individual District will be so reflected in these minutes.

Approval of Agenda

The Boards reviewed the proposed agenda. Following discussion, upon motion duly made and seconded, the Boards unanimously approved the agenda as presented.

Public Comment

None.

Consent Agenda

The Boards reviewed the items on the consent agenda. Mr. Waldron advised the Boards that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and/or adopted;

- July 16, 2020 Joint Special Meeting Minutes
- Claims Payable in the amount of \$15,022.14 (District No. 1)
- Claims Payable in the amount of \$10,933.27 (District No. 2)
- Claims Payable in the amount of and \$23,189.28 (District No. 3)
- 2019 Consolidated Annual Report
- Joint Resolution Designating the Districts' 24-Hour Posting Locations
- Special District Disclosure Notices Pursuant to §32-1-809, C.R.S.
- Agreement for Services with Martin/Martin Inc. (District No. 1)

Legal Matters

Consider Adoption of 2021 Joint Annual Administrative Resolution

Mr. Waldron reviewed the 2021 Joint Annual Administrative Resolution with the Boards. Following discussion, upon a motion duly made and seconded, the Boards unanimously adopted the resolution.

Review Insurance Property and Liability Schedule and Limits

The Boards reviewed the current general liability schedule and property schedule and limits. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the general liability schedule and property schedules and authorized legal counsel to bind coverages as presented.

Other Legal Matters None.

District Operations

Consider Approval of Independent Contractor Agreement with ColoradoScapes, Inc. for Snow Removal Services (District 2) Mr. Waldron reviewed the Independent Contractor Agreement with ColoradoScapes, Inc. for Snow Removal Services with the Board of District No. 2. Following discussion, upon a motion duly made and seconded, the Board of District No. 2 unanimously approved the Independent Contractor Agreement with ColoradoScapes, Ins for Snow Removal Services.

Discuss District Mapping Mr. Waldron provided an update on the District Mapping.

Financial Matters

Consider Acceptance of July 31, 2020 Unaudited Financials Mr. Flynn reviewed the July 31, 2020 Unaudited Financials with the Boards. Following discussion, upon a motion duly made and seconded, the Boards accepted the July 31, 2020 Unaudited Financials.

Public Hearing on 2019 Budget Amendment (District No. 3) Director D. Frank opened the public hearing on the 2019 Budget Amendment. Mr. Waldron noted that the notice of public hearing was provided in accordance with Colorado Law. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.

Consider Approval of Resolution Amending the 2019 Budget Mr. Flynn reviewed the Resolution Amending the 2019 Budget with the Board of District No. 3. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously adopted the resolution amending the Capital Projects Fund to \$813,507.

Public Hearing on 2020 Budget Amendment Not needed.

Public Hearing on 2021 Budget (District No. 1) Director D. Frank opened the public hearing on the proposed 2021 Budget. Mr. Waldron noted that the notice of public hearing was provided in accordance with Colorado law. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.

Consider Approval of Resolution Adopting the 2021 Budget (District No. 1) Mr. Flynn reviewed the 2021 Budget and Budget Resolution with the Board of District No. 1. Following discussion, upon a motion duly made and seconded, the Board of District No. 1 unanimously adopted the resolution adopting the 2021 Budget, appropriating funds therefor and certifying 8.000 mills for the general fund, subject to review of the final assessed valuation.

Public Hearing on 2021 Budget (District No. 2)

Director D. Frank opened the public hearing on the proposed 2021 Budget. Mr. Waldron noted that the notice of public hearing was provided in accordance with Colorado law. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.

Consider Approval of Resolution Adopting the 2021 Budget (District No. 2)

Mr. Flynn reviewed the 2021 Budget and Budget Resolution with the Board of District No. 2. Following discussion, upon a motion duly made and seconded, the Board of District No. 2 unanimously adopted the resolution adopting the 2021 Budget, appropriating funds therefor and certifying 4.000 mills for the general fund, subject to review of CAM costs by Mr. Goldammer and review of the final assessed valuation.

Public Hearing on 2021 Budget (District No. 3)

Director D. Frank opened the public hearing on the proposed 2021 Budget. Mr. Waldron noted that the notice of public hearing was provided in accordance with Colorado law. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.

Consider Approval of Resolution Adopting the 2021 Budget (District No. 3)

Mr. Flynn reviewed the 2021 Budget and Budget Resolution with the Board of District No. 3. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously adopted the resolution adopting the 2021 Budget, appropriating funds therefor and certifying 2.000 mills for the general fund and 54.673 mills for the debt service fund, subject to review of the final assessed valuation.

Consider Authorization for filing 2020 Application for Exemption from Audit (District Nos. 1 & 2)

Mr. Flynn discussed filing of 2020 Applications for Exemption from Audit with the Boards of District Nos. 1 & 2. Following discussion, upon a motion duly made and seconded, the Boards of District Nos. 1 & 2 unanimously authorized the filing of 2020 Applications for Exemptions from Audit.

Consider Approval of Proposal for 2020 Audit (District No. 3)

Mr. Flynn reviewed the proposals for 2020 Audit with the Board of District No. 3. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously authorized the accountant to engage Hiratsuka & Associates, LLP to prepare the 2020 Audit, subject to final review of the proposal by Mr. Flynn.

Other Financial Matters

None.

Other Business

None.

Adjourn

There being no further business to come before the Boards, and

following discussion and upon motion duly made, seconded and unanimously carried, the Boards determined to adjourn the meeting.

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

Marc Cooper
Marc Cooper (Jul 16, 2021 08:39 MDT)

Secretary for the Meeting

The foregoing minutes were approved on the 13th day of July, 2021.