

MINUTES OF A JOINT REGULAR MEETING OF THE
BOARDS OF DIRECTORS

OF

SANTA FE PARK METROPOLITAN DISTRICT NOS. 1-4

Held: Thursday, October 19, 2023 at 12:00 p.m. via Zoom.

Attendance

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

Timothy Westbrook
Denise Hogenes
Reggie Carveth

Directors Both and Osler were absent and excused.

Also present were Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; Carrie Bartow, CliftonLarsonAllen, LLP, District Accountant; and Chase Hanusa, Independent District Engineering Services, District Engineer.

Call to Order/Declaration of Quorum

Ms. Murphy noted that a quorum of the Boards was present and called the meeting to order.

Director Conflict of Interest Disclosures

Ms. Murphy advised the Boards that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Murphy 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. Ms. Murphy 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,

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

Ms. Murphy reviewed the proposed agenda with the Boards. Following discussion, upon a 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. Ms. Murphy advised the Boards that any item may be removed from the consent agenda to the regular agenda upon the request of any director. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, acknowledged, ratified and adopted:

- September 18, 2023 and October 6, 2023 Joint Special Meeting Minutes;
- Claims Listing in the amount of \$9,575.66 (District No. 1);
- Claims Listing in the amount of \$724.31 (District No. 3);
- 2022 Annual Report;
- Notice to Electors Pursuant to § 32-1-809, C.R.S.; and
- Joint Resolution Designating Meeting Notice Posting Location.

Legal Matters

Consider Adoption of 2024 Joint Annual Administrative Resolution

Ms. Murphy reviewed the 2024 Joint Annual Administrative Resolution with the Boards. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the 2024 Joint Annual Administrative Resolution.

Discuss and Review Insurance General Liability Schedule and Limits, Consider Authorization to Bind Coverage

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

Discuss and Consider Approval of 2024 Worker's Compensation Invoice

The Boards reviewed the 2024 Worker's Compensation Invoices. Following discussion, upon a motion duly made and seconded, the Boards authorized binding Worker's Compensation coverage for 2024.

Consider Approval of 2024 Agency Fee

The Boards engaged in general discussion regarding the Agency Fee Invoice from T-Charles Wilson for Broker Services.

Invoice from T-Charles Wilson for Broker Services

Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the Agency Fee Invoice from T-Charles Wilson for Broker Services.

Discuss District Website Compliance with WCAG 2.1 AA Requirements for ADA Compliance

Ms. Murphy noted that beginning in July of 2024 all special districts will be required to maintain district websites in compliance with state accessibility standards. No action taken.

Consider Adoption of Resolution Adopting a Website Accessibility Policy

Deferred.

Consider Approval of Contractor Agreement with Heatherly Creative for Website Maintenance and Management

Ms. Murphy reviewed the Contractor Agreement with Heatherly Creative for Website Maintenance and Management with the Boards. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the Contractor Agreement with Heatherly Creative for Website Maintenance and Management.

Other Legal Matters

None.

Financial Matters

Review Property Tax Summary, Cash Position and Unaudited Financial Statements

Ms. Bartow reviewed the unaudited financial statements with the Boards. Following discussion, upon a motion duly made and seconded, the Boards unanimously accepted the unaudited financials.

Ms. Bartow reviewed the schedule of cash position with the Boards. Following discussion, upon a motion duly made and seconded, the Boards unanimously accepted the schedule of cash position subject to receipt of supplemental materials from CliftonLarsonAllen and final review by Director Both.

Public Hearing on 2023 Budget Amendment (District No. 1)

Director Westbrook opened the public hearing on the 2023 Budget Amendment. Ms. Murphy 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 Resolutions Amending the 2023 Budget (District No. 1)

Ms. Bartow reviewed the Resolution Amending the 2023 Budget 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 amending the General Fund to \$52,000.
Discuss Requirements of SB23-303 Relating to Limitations on Property Tax Revenue	Ms. Bartow reviewed the Requirements of SB23-303 Relating to Limitations on Property Tax Revenue noting changes in assessed valuations.
Public Hearing on proposed 2024 Budget (District No. 1)	Director Westbrook opened the public hearing on the proposed 2024 Budget. Ms. Murphy 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 Resolutions Adopting the 2024 Budget (District No. 1)	Ms. Bartow reviewed the 2024 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 2024 Budget, appropriating funds therefor and certifying mills for the general fund and mills for the debt service fund as shown in the 2024 Budget, subject to receipt of final assessed valuation.
Public Hearing on proposed 2024 Budget (District No. 2)	Director Westbrook opened the public hearing on the proposed 2024 Budget. Ms. Murphy 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 Resolutions Adopting the 2024 Budget (District No. 2)	Deferred.
Public Hearing on proposed 2024 Budget (District No. 3)	Director Westbrook opened the public hearing on the proposed 2024 Budget. Ms. Murphy 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 Resolutions Adopting the 2024 Budget (District No. 3)	Ms. Bartow reviewed the 2024 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 2024 Budget, appropriating funds therefor and certifying mills for the general fund and mills for the debt service fund as shown in the 2024 Budget, subject to receipt of final assessed valuation.

Public Hearing on proposed 2024 Budget (District No. 4) Director Westbrook opened the public hearing on the proposed 2024 Budget. Ms. Murphy 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 Resolutions Adopting the 2024 Budget (District No. 4) Deferred.

Discuss Investment Direction Deferred.

Consider Approval of Master Services Agreement and Special Districts Preparation Statement of Work with CliftonLarsonAllen, LLP for District Accounting Services Ms. Bartow reviewed the Master Services Agreement and Special Districts Preparation Statement of Work with CliftonLarsonAllen, LLP for District Accounting Services with the Boards. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the Master Services Agreement and Special Districts Preparation Statement of Work with CliftonLarsonAllen, LLP for District Accounting Services subject to final review by Directors Both and Hogenes.

Other Financial Matters None.

Debt Matters (District Nos. 1 & 3)

Discuss Status of Debt Issuance Ms. Murphy updated the Boards on the status of the boundary adjustments.

Other Debt Matters None.

Other Business

Consider Adoption of Resolution Declaring Special District Inactive Status (District Nos. 2 & 4) Deferred.

Adjournment

There being no further business to come before the Boards and following discussion, upon a motion duly made, the Boards unanimously determined to adjourn the meeting.

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

Tim Westbrook

Tim Westbrook (Dec 8, 2023 16:40 MST)

Secretary for the Meeting

The foregoing minutes were approved by the Boards of Directors on the 4th day of December, 2023.