

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE COLUMBIA METROPOLITAN DISTRICT (THE “DISTRICT”) HELD NOVEMBER 18, 2024

A Special Meeting of the Board of Directors of the Columbia Metropolitan District (referred to hereafter as the “Board”) was convened on Monday, November 18, 2024, at 6:30 p.m., held via Zoom videoconference. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Rod Johnson, President
Scott Jones, Treasurer

Also, In Attendance Were:

David Solin and Diana Garcia; Special District Management Services, Inc.

PUBLIC COMMENT

There were no public comments.

ADMINISTRATIVE MATTERS

Disclosures of Potential Conflicts of Interest: The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted by Mr. Solin that, as appropriate, disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

Confirmation of Meeting Location/Posting of Notice: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, and upon motion duly made by Director Johnson, seconded by Jones, and upon vote unanimously carried, the Board determined to conduct the meeting via videoconference. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

Agenda: The Board reviewed the Agenda for the meeting.

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Following discussion, upon motion duly made by Director Johnson, seconded by Director Jones, and upon vote unanimously carried, the Board approved the Agenda as amended.

Minutes of the December 13, 2023 and the June 12, 2024 Special Meetings:

The Board reviewed the Minutes of the December 13, 2023 and the June 12, 2024 Special Meetings.

Following review and discussion, upon motion duly made by Director Jones, seconded by Director Johnson, and upon vote unanimously carried, the Board approved the Minutes of the December 13, 2023 and the June 12, 2024 Special Meetings.

Resolution No. 2024-11-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices:

The Board discussed the business to be conducted in 2025.

Following discussion, upon motion duly made by Director Jones, seconded by Director Johnson, and upon vote unanimously carried, the Board adopted Resolution No. 2024-11-01; Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices and determined to hold 2025 Regular Meetings on July 21, 2025 and November 17, 2025 at 6:30 p.m. via Zoom.

District Insurance and Special District Association (“SDA”) Membership:

The Board discussed renewing the District’s insurance and SDA membership for 2025.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Jones, and upon vote unanimously carried, the Board approved the renewal of the District’s insurance and SDA membership for 2025.

Website Accessibility Matters:

Mr. Solin updated the Board on website accessibility matters.

FINANCIAL MATTERS

Payment of Claims:

The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending Dec. 31, 2023	Period Ending Jan. 31, 2024	Period Ending Feb. 29, 2024	Period Ending Mar. 31, 2024
General	\$ 21,633.89	\$ 4,177.20	\$ 6,096.25	\$ 20,196.25
Payroll	\$ -0-	\$ 174.70	\$ -0-	\$ -0-
Total	\$ 21,633.89	\$ 4,351.90	\$ 6,096.25	\$ 20,196.25

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Fund	Period Ending Apr. 30, 2024	Period Ending May 31, 2024	Period Ending Jun. 30, 2024	Period Ending Jul. 31, 2024
General	\$ 11,343.61	\$ 12,132.29	\$ 24,265.32	\$ 14,799.12
Payroll	\$ -0-	\$ -0-	\$ -0-	\$ 174.70
Total	\$ 11,343.61	\$ 12,132.29	\$ 24,265.32	\$ 14,973.82

Fund	Period Ending Aug. 31, 2024	Period Ending Sept. 30, 2024	Period Ending Oct. 31, 2024	Special Payment Oct. 31, 2024
General	\$ 94,664.44	\$ 11,460.19	\$ 10,891.09	\$ 445.50
Payroll	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 94,664.44	\$ 11,460.19	\$ 10,891.09	\$ 445.50

Following discussion, upon motion duly made by Director Johnson, seconded by Director Jones and, upon vote unanimously carried, the Board ratified approval of the payment of the claims.

Unaudited Financial Statements: Mr. Solin reviewed the unaudited financial statements for the period ending September 30, 2024 with the Board.

Following discussion, upon motion duly made by Director Jones, seconded by Director Johnson, and upon vote unanimously carried, the Board accepted the unaudited financial statements.

2023 Audit Exemption Application: The Board reviewed the Application for Exemption from Audit for 2023.

Following discussion, upon motion duly made by Director Jones, seconded by Director Johnson, and upon vote unanimously carried, the Board ratified approval of the 2023 Audit Exemption Application.

Public Hearing on Amendment to 2024 Budget: Director Johnson opened the public hearing to consider an amendment to the 2024 Budget.

It was noted that publication of Notice stating that the Board would consider amendment of the 2024 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

It was noted that no amendment to the 2024 Budget was required.

Public Hearing on 2025 Budget: Director Johnson opened the public hearing to consider the proposed 2025 Budget and to discuss related issues.

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It was noted that Notice stating that the Board would consider adoption of the 2025 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

The Board reviewed the estimated 2024 expenditures and the proposed 2025 expenditures.

Upon motion duly made by Director Jones, seconded by Director Johnson, and upon vote unanimously carried, the Board approved the 2025 Budget, as discussed, and considered adoption of Resolution No. 2024-11-02 to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution No. 2024-11-03 to Set Mill Levies (1.640 mills in the General Fund for a total mill levy of 1.640 mills.) Following discussion, upon vote unanimously carried, the Board adopted the Resolutions and authorized execution of the Certification of Budget. The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Arapahoe County not later than December 15, 2024. The District Accountant was also directed to transmit the Certification of Budget to the Division of Local Government no later than January 30, 2025.

DLG-70 Mill Levy Certification Form: Following discussion, upon motion duly made by Director Jones, seconded by Director Johnson, and upon vote unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification Form for certification to the Board of County Commissioners and other interested parties.

Preparation of 2026 Budget: Following discussion, upon motion duly made by Director Jones, seconded by Director Johnson, and upon vote unanimously carried, the Board appointed the District Accountant to prepare the 2026 Budget and set the date for a Public Hearing to adopt the 2026 Budget for November 17, 2025 at 6:30 p.m. via Zoom.

LEGAL MATTERS

Resolution No. 2024-11-04 Calling May 6, 2025 Election: The Board discussed the May 6, 2025 election.

Following discussion, upon motion duly made by Director Jones, seconded by Director Johnson, and upon vote unanimously carried, the Board adopted Resolution No. 2024-11-04 Calling a May 6, 2025 Directors' Election which appointed David Solin as the Designated Election Official and authorized him to perform all tasks required for the May 6, 2025 Regular Election of the Board of Directors for the conduct of a mail ballot election.

Section 32-1-809, C.R.S. Requirements (Transparency Notice): Mr. Solin

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discussed the special district transparency requirements of Section 32-1-809, C.R.S. with the Board. Following discussion, the Board directed Mr. Solin to post the special district transparency notice on the Special District Association and District websites.

MAINTENANCE MATTERS AND IMPROVEMENTS

Landscape and Lighting Matters: The Board discussed landscape and lighting matters. Mr. Solin was directed to obtain a proposal for refreshing the stones that have fallen from the medians into the road. The Board also directed Mr. Solin to make sure that the blend time between colors for the holiday lighting be slowed this year.

Piney Creek HOA's Orchard Road Medians: The Board discussed the possibility of the Piney Creek community petitioning for inclusion into the District. Mr. Solin explained the process for inclusion. No action was necessary.

Change Order No. 4 for 2025 Landscape Maintenance: The Board reviewed Change Order No. 4 to the Service Agreement between the District and Keesen Landscape Management, Inc. for 2025 Landscape Maintenance.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Jones, and upon vote unanimously carried, the Board approved Change Order No. 4 to the Service Agreement between the District and Keesen Landscape Management, Inc. for 2025 Landscape Maintenance.

Change Order No. 5 for 2025 Summer Flowers: The Board reviewed Change Order No. 5 to the Service Agreement between the District and Keesen Landscape Management, Inc. for 2025 Summer Flowers.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Jones, and upon vote unanimously carried, the Board approved Change Order No. 5 to the Service Agreement between the District and Keesen Landscape Management, Inc. for 2025 Summer Flowers.

Service Agreement between the District and MTJN Services LLC D/B/A Heroes Lawn Care of Southeast Denver: The Board reviewed a Service Agreement between the District and MTJN Services LLC D/B/A Heroes Lawn Care of Southeast Denver for Orchard Road median tree replacement and pruning

Following discussion, upon motion duly made by Director Johnson, seconded by Director Jones, and upon vote unanimously carried, the Board approved the Service Agreement between the District and MTJN Services LLC D/B/A Heroes Lawn Care of Southeast Denver for Orchard Road median tree replacement and pruning.

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OTHER MATTERS

There were on other matters.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Johnson, seconded and by Jones, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By 
Secretary for the Meeting