

## RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
BELFORD SOUTH METROPOLITAN DISTRICT (THE "DISTRICT")  
HELD  
NOVEMBER 16, 2022

A regular meeting of the Board of Directors of the Belford South Metropolitan District (referred to hereafter as the "Board") was convened on Wednesday, November 16, 2022, at 9:00 a.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Lawrence Jacobson, Secretary/Treasurer  
Andrew Klein, Assistant Secretary/Treasurer

#### Also, In Attendance Were:

Josh Miller, Shauna D'Amato and Alex Fink; CliftonLarsonAllen LLP  
Rick Moore; Manhard Consulting, Ltd.  
Jennifer Gruber Tanaka, Esq. and Audrey Johnson, Esq.; White Bear Ankele  
Tanaka & Waldron  
CJ Kirst; Tahoe Land Services  
Lee Nelson; American Furniture Warehouse  
David Strauss; Strauss Building Services  
Jake Schroeder; Westside Property Investment Co., Inc.

### ADMINISTRATIVE MATTERS

**Call to Order/Declaration of Quorum/Present Disclosures of Potential Conflicts of Interests:** Director Jacobson called the meeting to order at 9:04 a.m.

The Board noted that general disclosure statements had been filed on behalf of members of the Board of Directors with the Office of the Colorado Secretary of State and with the Secretary of the District. The Board directed that said disclosures be incorporated herein. The Board further noted that transactional disclosures had been filed with the office of the Colorado Secretary of State regarding agenda items for this meeting. Upon motion duly made, seconded, and unanimously carried, the Board directed that said disclosures be incorporated herein. There were no additional disclosures made.

#### **Location of Meeting and Posting of Meeting Notices, Approve Agenda:**

Following review, upon a motion duly made by Director Jacobson, seconded by Director Klein and, upon vote, unanimously carried, the Board approved the Agenda as presented.

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**Public Comment:** There were no public comments.

**BOARD  
VACANCIES**

**Oath of Office and Appointment of Jeffrey Jacob Schroeder:** Upon a motion duly made by Director Jacobson, seconded by Director Klein and, upon vote, unanimously carried, the Board appointed Jeffrey Jacob Schroeder to the Board and will administer the Oath of Office.

**Election of Officers:** Upon a motion duly made by Director Klein, seconded by Director Jacobson and, upon vote, unanimously carried, the board approved the slate of officers as follows:

President – Lawrence P. Jacobson  
Secretary/Treasurer – Andrew Klein  
Assistant Secretary – Jeffrey Jacob Schroeder

**CONSENT  
ITEMS**

**Approval of May 18, 2022 Regular and June 15, 2022 Special Meeting Minutes**

**Approval of 2023 Insurance Renewal and Coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson Risk Management, and Authorize Membership in the Special District Association**

**Adoption of Resolution No. 2022-11-01: 2023 Annual Administrative Resolution**

**Adoption of Resolution No. 2022-11-02: Resolution of Board of Directors Calling Regular May 2023 Election**

**Approval of Engagement Letter with Wipfli LLC to Prepare 2022 Audit**

**Acceptance of Special Warranty Deed for Tracts F, I, J, K, and L in Compark Village South Filing No. 1, Douglas County, State of Colorado**

**Approval of Tap Assignment and Fee Agreement with Compark 190, LLC**

**Approval of Tap Assignment and Fee Agreement with Allied Waste Transportation, Inc.**

Mr. Miller reviewed the Consent Agenda items with the Board. Following review, upon a motion duly made by Director Klein, seconded by Director Jacobson and, upon vote, unanimously carried, the Board approved the Consent Agenda items as presented.

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### FINANCIAL MATTERS

**Public Hearing on 2022 Budget Amendment and Consider Adoption of Resolution No. 2022-11-03:** Director Jacobson opened the public hearing at 9:11 a.m. It was noted that publication of Notice stating that the Board would consider approval of a 2022 Budget amendment, 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.

Mr. Fink reviewed the 2022 Budget amendment with the Board noting that the Debt Service Fund will need to increase to \$1,650,000. Attorney Gruber Tanka's office will prepare the 2022 Budget amendment resolution. Following review and discussion, upon a motion duly made by Director Jacobson, seconded by Director Klein and, upon vote, unanimously carried, the Board approve the amendment of the 2022 Budget and the Adoption of Resolution 2022-11-03 to Amend the 2022 Budget.

**Conduct Public Hearing on the Proposed 2023 Budget and Consider Adoption of Resolution No. 2022-11-04 to Adopt the 2023 Budget and Appropriate Sums of Money and Set Mill Levies:**

Upon a motion duly made by Director Jacobson, seconded by Director Klein and, upon vote, unanimously carried, the opened the public hearing at 9:11 a.m. It was noted that publication of Notice stating that the Board would consider approval of the 2023 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.

Director Jacobson closed the public hearing at 9:11 a.m.

Mr. Fink reviewed the proposed 2023 Budget with the Board. Following review and discussion, upon a motion duly made by Director Klein, seconded by Director Jacobson and, upon vote, unanimously carried, the Board approved the Adoption of Resolution No. 2022-11-04 to Adopt the 2023 Budget, Appropriate Sums of Money and Set Mill Levies.

**Authorize District Accountant to Prepare the DLG-70 Certification of Tax Levies Form and Consider Appointment of Board Member to Sign the DLG70 Certification of Tax Levies:** Attorney Gruber Tanaka reviewed the process with the Board and recommended that CliftonLarsonAllen LLP will be responsible for signing the DLG-70 form.

### MANAGER MATTERS

**Approval of CliftonLarsonAllen LLP Statements of Work:** Mr. Miller reviewed the Statements of Work with the Board. Following review, upon a motion duly made by Director Klein, seconded by Director Jacobson and, upon vote, unanimously carried, the Board approved the CliftonLarsonAllen LLP

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Statements of Work as presented.

ATTORNEY  
MATTERS

**Update on Belford South Tap Fees Process:** Attorney Gruber Tanaka noted there is nothing new to report.

**Other:** None.

OTHER BUSINESS

**Quorum for Next Meeting – November 15, 2023 at 9:00 a.m.:** The Board confirmed a quorum for the November 15, 2023 meeting.

**Other:** None.

ADJOURNMENT

There being no further business before the Board, upon a motion duly made by Director Klein, seconded by Director Jacobson and, upon vote, unanimously carried, the Board adjourned the meeting at 9:23 a.m.

Respectfully submitted,

DocuSigned by:  
*Andrew Klein*

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Secretary for the Meeting

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Client Number: A248564-OS01-2023	
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Document Pages: 4	Signatures: 1
Certificate Pages: 4	Initials: 0
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 Accepted: 3/17/2023 6:12:20 PM  
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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/17/2023 6:07:50 PM
Certified Delivered	Security Checked	3/17/2023 6:12:20 PM
Signing Complete	Security Checked	3/17/2023 6:12:27 PM
Completed	Security Checked	3/17/2023 6:12:27 PM

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