

**RECORD OF PROCEEDINGS
MINUTES OF THE COMBINED SPECIAL MEETING
OF THE BOARDS OF DIRECTORS OF
WESTRIDGE METROPOLITAN DISTRICT NOS. 1-5**

HELD: Monday, December 04, 2023, at 9:30 a.m. at 6355 Fairgrounds Ave Suite 300, Windsor, Colorado 80550

ATTENDANCE:

The special meeting of the Boards of Directors of the WESTRIDGE METROPOLITAN DISTRICT NOS. 1-5 (collectively, the “Board”) was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Directors Jon Turner and Emily Kupec were physically present, and Directors Chris Frye was present via phone.

Martha Turner and James Birdsall were absent and excused.

Guy Johnson, Jackie Johnson was present from the District and David S. O’Leary of Spencer Fane LLP was present.

CALL TO ORDER:

Director Jon Turner called the District meetings to order at 9:35 a.m.

And introductions of the board were made.

QUALIFICATION OF BOARD MEMBERS/OATHS OF OFFICE:

Mr. O’Leary reported that all the Board members are registered to vote in Colorado and are residents and/or owners of taxable real or personal property within the Districts. Mr. Johnson informed the Board that the official bonds had been obtained with our insurance and that all the Board members had been administered the Oaths of Office. Thereupon, the directors assumed their duties as members of the Board of Directors.

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:

Mr. O’Leary discussed the state law requirements for disclosure of potential conflicts of interest with the directors, noting that completed disclosure statements must be filed for each of the Directors with the Secretary of State and with the District at least 72 hours prior to a meeting in which a potential conflict may arise. In addition, each director is to verbally reveal his potential conflicts of interest to the Board at the start of the meeting in which the conflict may arise.

CONSIDER APPROVAL OF AGENDA:

The Board reviewed the agenda,

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried to approve the agenda.

CONSIDER APPROVAL OF MINUTES:

The meeting minutes of April 19, 2023, meeting was presented and discussed,

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried to approve the meeting minutes of April 19, 2023.

PUBLIC COMMENTS: At this time Director Jon Turner, opened the meeting for public comments,

Seeing no public in attendance, this portion of the meeting was closed.

CONSIDER APPROVAL OF RESOLUTION CONCERNING ANNUAL ADMINISTRATIVE MATTERS 2024:

Mr. Johnson presented a Resolution Concerning Annual Administrative Matters for 2024 for the Districts.

Following discussion

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried, the Board approved the Resolution Concerning Annual Administrative Matters for 2023.

CONSIDER APPROVAL OF AUTHORIZATION TO FILE UPDATED TRANSPARENCY NOTICES:

Mr. Johnson presented the Transparency Notices and discussed that these will need to be posted on the District's website on or before January 15, 2024. These notices will also be provided to the Division of Local Government and appropriate state agencies as required by law. After further discussion on the matters and.

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried, the Board approved the Transparency Notices.

CONSIDER APPROVAL OF EXCLUSION OF WORKERS COMPENSATION INSURANCE:

Mr. Johnson noted that it was time to renew the Resolution for the Board to be excluded from Worker's Compensation, if the Board elects to continue not having worker's compensation coverage for the board members. After further discussion on the matters and

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried, the Board approved the Resolution to Exclude the Board from Worker's Compensation Insurance and to file the Resolution along with the State of Colorado Worker's Compensation Exclusion form with the appropriate parties.

CONSIDER APPROVAL OF 2024 DISTRICT SERVICE AGREEMENTS:

Mr. Johnson presented and discussed engagement letters and/or proposals for service agreements for District Management, Landscape Maintenance Agreements, Annual Audit and Exemption Agreements, and Engagement of District Counsel to the Board of Directors. Mr. Johnson discussed the renewal and/or engagement of service providers for the District and reviewed the proposed costs and expenditures related to these service agreements with the Board. After further discussion on the matters and.

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried, the Board approved the and unanimously carried to approve the District No. 11 service agreements for District Management, Annual Audit and Exemption Agreements, and Engagement of District Counsel. Giving authority to Guy Johnson to finalize any negotiations and execution of the service agreements.

CONSIDER APPROVAL AND RATIFICATION OF AUDIT AND AUDIT EXEMPTION:

Mr. Johnson reviewed with the Board preparing for the 2023 exemptions. It was noted that if revenues or expenditures for a district are less than \$750,000.00 in 2023, the district may file application for Exemption from Audit on or before March 31st. After further discussion on the matters and.

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried to authorize Mr. Johnson to prepare the 2023 application for exemptions from audits as appropriate and to take such further action as necessary to complete and file these documents with the necessary state agencies.

CONSIDER APPROVAL OF PAYABLES:

Mr. Johnson reviewed with the Board the expenditures for April 2023 through November 2023 with the total of \$28,988.63, After further discussion on the matters and

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried, the Board approved the payable of April 2023 through November 2023 with the total of \$24,085.7628,988.63

PUBLIC HEARING FOR DISTRICT 1-5 2023 AMENDED BUDGET:

Upon motion made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried, the public hearing was opened on the proposed Amended budgets for 2023 for WESTRIDGE METROPOLITAN DISTRICT NOS. 1-5. Mr. Johnson reported that notice of the public hearing had been published and posted in accordance with statutory requirements. Mr. Johnson presented the proposed 2024 budget to the Board.

Following discussion, the public hearing was closed upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried.

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec and unanimously carried, the Board: adopted the proposed Amended Budget resolutions which: (1) approved and adopted the 2023 budgets as presented with mill levies showing the adjusted ratio; (2) authorized the appropriation of funds for the expenditures set out in the budgets; (3) authorized the President and the Secretary to sign the necessary documentation; and (4) directed the District Manager to file the budgets with the Division of Local Government prior to January 31, 2024.

PUBLIC HEARING ON THE PROPOSED 2024 WRMD 1-5 BUDGET HEARING:

Upon motion made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried, the public hearing was opened on the proposed budgets for fiscal year 2024 for WESTRIDGE METROPOLITAN DISTRICT NOS. 1-5. Mr. Johnson reported that notice of the public hearing had been published and posted in accordance with statutory requirements. Mr. Johnson presented the proposed 2024 budget to the Board.

Following discussion, the public hearing was closed upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried.

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec and unanimously carried, the Board: adopted the proposed resolutions which: (1) approved and adopted the 2024 budgets as presented with mill levies showing the adjusted ratio; (2) authorized the appropriation of funds for the expenditures set out in the budgets; (3) authorized the President and the Secretary to sign the necessary documentation; and (4) directed the District Manager to file the budgets with the Division of Local Government prior to January 31, 2024.

DISTRICT LEGAL COUNSEL REPORT:

Mr. O’Leary stated updates were needed to the District IGA’s with Rangeview in referenced non-potable water pumphouse and system.

Upon motion duly made by Director Jon Turner, seconded by Director Emily Kupec, and unanimously carried, the Board approved the Updates to the District IGA’s with Rangeview Estates Metropolitan District in reference to the Non-potable Pumphouse and water.

DISTRICT MANAGERS REPORT:

Mr. Johnson reviewed and discussed the managers’ report with the Boards.

1. **Site Work:**
2. **Website:**
 - a. **Website is updated for all Districts, will add documents as needed.**

OTHER MATTERS:

Mr. Johnson stated no other matters before the board, this portion of the meeting was closed.

ADJOURNMENT:

Upon confirmation that there were no additional matters and following a request and receiving no further discussion, upon motion duly made by Director Jon Turner, seconded Director Warren Turner, and unanimously carried, the Board adjourned the December 04, 2023, at 10:05am.

The foregoing minutes constitute a true and correct copy of the minutes of the above-referenced meeting and were approved by the Board of Directors of WESTRIDGE METROPOLITAN DISTRICT NOS. 1-5.



Guy D. Johnson Secretary for the meeting