

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
BELFORD NORTH METROPOLITAN DISTRICT  
HELD  
NOVEMBER 24, 2020**

A special meeting of the Board of Directors of the Belford North Metropolitan District was held on Tuesday November 24, 2020 at 11:00 a.m. at 4100 E. Mississippi Avenue, Ste. 500, Denver, CO 80246.

**\*NOTE: given current events and current advice and directives from local, state and federal jurisdictions related to COVID-19, this meeting was held by teleconference and virtual meeting only. Board members, consultants and members of the public could participate by teleconference or by computer/tablet.**

Attendance                      In attendance were Directors:

Kevin Smith  
Andrew Klein  
Lawrence Jacobson

Also in attendance were:

Bob Blodgett, Josh Miller, Andrew Williams, Scott Pearson, Ben Houghton and Janece Soendker; CliftonLarsonAllen LLP  
Tom George; Spencer Fane LLP  
Rick Moore; Manhard  
Russ Burrows; Calibre

Call to Order                      Director Smith called the meeting to order at 11:09 a.m. Upon a motion duly made by Director Smith, seconded by Director Jacobson, and upon a vote, unanimously carried, the Board approved the Agenda and confirmed the meeting location of postings.

Disclosures of  
Potential Conflicts  
Of Interest

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. Attorney George requested that the Directors consider whether they had any new

RECORD OF PROCEEDINGS

---

conflicts of interest which had not previously been disclosed. There were no additional disclosures made.

III. Discuss Board Vacancies

No Report.

**CONSENT AGENDA**

IV. Review and Consider Approval of Minutes of the October 16, 2020 Special

V. Financial Items

A. Ratify Prior Claims - \$38,357.66

B. Approve Current Claims - \$10,302.76

VI. Manager Items

A. Approve District Insurance and Renewal - \$2,027; Approve SDA Membership

B. Approve Resolution 2020-11-01 Concerning Annual Administrative Matters in 2021

C. Approve 2020 Audit Agreement with TBD - \$TBD

D. Ratify 2019 Annual Report

E. Information Items and Referrals

After discussion, upon a motion duly made by Director Klein, seconded by Director Jacobson, and upon vote, unanimously carried, the Board approved the consent agenda with the exception of the 2020 Audit Agreement which wasn't yet available.

**DISCUSSION AGENDA**

VII. Engineering and Construction Items – Rick Moore

A. Status of Green Acres Tributary Channel Improvements

The town has requested funding. Public improvement bids are with contractors.

B. Status of Public Improvements Bids

Mr. Moore has requested updated pricing from the contractors.

RECORD OF PROCEEDINGS

---

C. Construction Update

Demolition of the three homes should be finished by December 24<sup>th</sup>.

VIII. Financial Items

A. Review and Accept September 30, 2020 Financial Statements and Cash Position Report Updated as of November 2020

Ms. Soendker reviewed with the Board. Upon a motion duly made by Director Smith, seconded by Director Klein, and upon vote, unanimously carried, the Board approved the September 30, 2020 Financial Statements and the Cash Position Report updated as of November 2020.

B. Update on Bond Proceeds Usage

Ms. Soendker provided an update on the Bonds Proceeds Usage to the Board.

C. Discuss and Consider Approval of Opening a Colotrust Account – Janece Soendker

Ms. Soendker reviewed with the Board. Upon a motion duly made by Director Jacobson, seconded by Director Smith, and upon vote, unanimously carried, the Board approved opening a Colotrust Account.

D. Other

None.

IX. Manager Items

A. Conduct Public Hearing to Consider Amendment the 2020 Budget; Consider Adoption of Resolution 2020-11-02 to Amend 2020 Budget

Director Smith opened the public hearing at 12:14 p.m. There was no public comment. Director Smith closed the public hearing at 12:15 p.m.

Ms. Soendker reviewed the Amendment for the 2020 Budget. It was noted that all funds will need amending.

Upon a motion duly made by Director Smith, seconded by Director Jacobson, and upon a vote, unanimously carried, the Board approved the amendments to the 2020 Budget and the adoption of Resolution 2020-11-02 to Amend the 2020 Budget.

RECORD OF PROCEEDINGS

---

B. Conduct Public Hearing Consider Adoption of 2021 Budget, Appropriate Expenditures and Set Mill Levy; Consider Adoption of Resolution 2020-11-03 to Adopt 2021 Budget, Appropriate Expenditures and Set Mill Levy

Director Smith opened the public hearing at 12:15 p.m. There was no public comment. Director Smith closed the public hearing at 12:16 p.m.

Ms. Soendker reviewed the 2021 Budget with the Board. Ms. Soendker will update capital outlay line to accommodate fee in lieu.

Upon a motion duly made by Director Smith, seconded by Director Klein, and upon a vote, unanimously carried, the Board approved with the requested anticipation of changes the adoption of the 2021 Budget, appropriated expenditures and established the mill levy of 77.000 mills for collection in 2021.

C. Confirm 2021 Regular Meeting Schedule – 4th Tuesday of February, May, August and November at 11:00 a.m. at Westside Investment Partners, Inc., 4100 E. Mississippi Avenue, Ste. 500, Denver, CO 80249

Mr. Blodgett reviewed the Regular meeting schedule with the Board. Mr. George reported that the Board will need to meet monthly in 2021 to approve engineer certifications and draws from the construction budget per the recent bond issue. The Board decided that the monthly meetings will be held on the 4<sup>th</sup> Wednesday at 9:00 a.m. Mr. George recommended a special meeting on December 16, 2020 at 9:00 a.m. to approved November construction draws. The Board concurred.

Upon a motion duly made by Director Jacobson, seconded by Director Klein, and upon a vote, unanimously carried, the Board approved the 2021 regular meeting schedule.

D. Website Update

No Report.

X. Attorney Items

A. Other

Mr. George recommended approval of an Engineering Services agreement with Manhard and a Construction Management Agreement with GM Consulting for the District's required construction projects. Upon a motion duly made by Director Smith, seconded by Director Klein, and upon vote, unanimously carried, the Board approved the Agreement with Manhard and the Agreement with GM Consulting subject to final review by Mr. George and the Board President or representative.

RECORD OF PROCEEDINGS

---

XI. Director Items

A. Development Activity Update

No Updates.

XII. Other Items

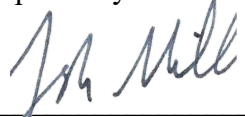
A. Confirm Quorum for February 23, 2021 at 11:00 a.m. at Westside Investment Partners, Inc., 4100 E. Mississippi Avenue, Ste. 500, Denver, CO 80249

This meeting was cancelled. The next meeting is a special meeting on December 16<sup>th</sup> at 9:00 a.m., and then the January 20, 2021 regular meeting at 9:00 a.m. The February regular meeting will be February 24, 2021 at 9:00 a.m.

XIII. Adjournment

Upon a motion duly made by Director Smith, seconded by Director Klein, and upon a vote, unanimously carried, the Board adjourned the meeting at 12:33 p.m.

Respectfully submitted,

  
\_\_\_\_\_  
Secretary for the Meeting