

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
BELFORD NORTH METROPOLITAN DISTRICT  
HELD  
January 20, 2021**

A special meeting of the Board of Directors of the Belford North Metropolitan District was held on Wednesday, January 20, 2021 at 9:00 a.m.

**\*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:

Josh Miller, Andrew Williams & Janece Soendker; CliftonLarsonAllen  
LLP  
Rick Moore; Manhard Consulting  
Matt Osborne; Front Range Communities  
Tom George; Spencer Fane LLP  
Lee Nelson; AFW

Call to Order                      Director Smith called the meeting to order at 9:03 a.m.

Upon a motion duly made by Director Jacobson, seconded by Director Smith, and upon a vote, unanimously carried, the Board approved the Agenda as presented 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

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

III. Public Comment

None.

IV. Financial Items

A. Review and Accept January 2021 BNMD & BSMD Cash Position Reports

Ms. Soendker reviewed with the Board and noted that the BSMD Cash Position is included, and informed the Board of closing out BSMD and moving payments to BNMD.

Upon a motion duly made by Director Smith, seconded by Director Jacobson, and upon a vote, unanimously carried, the Board accepted the Cash Position Reports.

B. Approval of BNMD Interim Claims Totaling Approximately \$500,354.78

Ms. Soendker noted that the Manhard claims are not certified. She has not received approval to certify as of yet.

C. Approval of BNMD Current Claims Totaling \$142,005.87

D. Approval of BSMD Current Claims Totaling \$14,078.18

Upon a motion duly made by Director Jacobson, seconded by Director Klein, and upon a vote, unanimously carried, the Board approved the BNMD Interim Claims, BNMD Current Claims and the BSMD Current Claims.

E. Status of 2020 Audit Engagement Letter

Ms. Soendker reviewed the proposals with the Board. She noted the cost difference between Wipfli and FFP, and stated that Wipfli also performs the audit work for Compark Business Campus MD (CBCMD).

Upon a motion duly made by Director Jacobson, seconded by Director Klein, and upon a vote, unanimously carried, the Board approved the 2020 Audit engagement letter with Wipfli in the not to exceed amount of \$5,200.

F. Discussion and Possible Action to Approve Draw Requests

Mr. Miller reviewed with the Board. Director Jacobson stated that the District received a permit on January 19<sup>th</sup>, and the survey work is needing to be done. He stated a grading

RECORD OF PROCEEDINGS

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contractor is looking to mobilize by next week. He also noted that BMP's are installed, there was a request for stakes on January 19<sup>th</sup>, and they are ready to begin work.

G. Discussion and Possible Action to Approve Requisition Requests

Ms. Soendker reviewed Requisition Request Nos. 1-6 with the Board. She noted there is a requisition for \$3,600,000, and a request for an additional requisition in the amount of \$649,253.61.

Upon a motion duly made by Director Jacobson, seconded by Director Smith, and upon a vote, unanimously carried, the Board approved requisition requests 1-6.

V. Engineering Items

A. Update on Capital Projects Design and Construction

Mr. Osborne stated they are hoping to mobilize Bemas. Iron Woman is starting work on the sewer line extension and some adjustments are being made to the line. He noted the District should begin seeing some cost savings from the adjustments.

Mr. Moore stated he is waiting for the contract for segment C1. He will get the contract executed and sent back to Mr. Moore. He noted there is a pre-construction meeting on January 20<sup>th</sup> regarding the work for Green Acres Tributary.

VI. Manager

A. Consider Approval of November 24, 2020 and December 16, 2020 Special Meeting Minutes

Mr. Miller reviewed with the Board. Upon a motion duly made by Director Smith, seconded by Director Jacobson, and upon a vote, unanimously carried, the Board approved the minutes per the revisions made by Mr. George.

VII. Legal Items

A. Updates on Agreements Regarding Planning, Design, and/or Construction of Public Improvements and Related Matters

None.

B. Update of Public Improvements Master Construction Agreement with Bemas Construction, Inc.

It was noted that this agreement was approved at the last meeting.

RECORD OF PROCEEDINGS

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C. Update on Engineering Services Agreement with Manhard

Mr. George stated this template is complete and we are waiting for the Scope from Manhard to finalize the agreement.

VII. Other Items


A. Confirm Quorum for February 24, 2021 at 9:00 a.m. at Westside Investment Partners, Inc., 4100 E. Mississippi Avenue, Ste. 500, Denver, CO 80249

A quorum was confirmed.

VIII. Adjournment

Upon a motion duly made by Director Jacobson, seconded by Director Smith, and upon a vote, unanimously carried, the Board adjourned the meeting at 9:27 a.m.

Respectfully submitted,



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Secretary for the Meeting