

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS
OF
BELLE CREEK METROPOLITAN DISTRICT NO. 1**

Held: Tuesday, October 2, 2018, at 5:00 p.m. at 10693 Belle Creek Boulevard, Henderson, CO

Call to Order

A Meeting of the Board of Directors of the Belle Creek Metropolitan District No. 1, Adams County Colorado, was called to order and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following Directors present and acting:

Mary Broad, Eric Henderson, Barbara Southwell, Shannon Wester, and Nephi Wright

Also in attendance were:

Laurie Tatlock and Randy Warren, Mulhern MRE, Inc., Gio Forrest and Deb Guth, YMCA, Clint Waldron, White Bear Ankele Tanaka & Waldron.

Declaration of Quorum/Director Qualifications/Disclosure of Conflicts

A quorum was present. It is the responsibility of each Director to disclose any matter of conflict of interest with the District to the Board prior to each meeting and any such potential conflict must also be filed with the Secretary of State. An annual Conflict of Interest Disclosure must also be filed with the Colorado Secretary of State.

Approval of the Agenda

The Board reviewed the proposed agenda. Laurie Tatlock advised that draft minutes for the Special Meeting held on September 29, 2018 should also be considered for approval. Upon motion duly made, seconded and, upon vote, unanimously carried; the Board approved the revised agenda.

Public Comment

There were no members of the public present.

YMCA Report

Deb Guth and Gio Forrest distributed the YMCA Belle Creek monthly update. The Board asked that staff track and report revenue and expenses for after school concessions.

Administrative Matters

Draft minutes from the September 11, 2018 and September 29, 2018 meetings of the Board of Directors were distributed before the meeting for review. Following discussion, upon motion duly made, seconded and, upon vote, carried, the minutes from the September 11, 2018 and September 29, 2018 meetings were approved.

After review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the payment of claims, checks numbered 8063-8071, and ACH payment to Xcel Energy on 9/13/2018 in the amount of \$59.61, were ratified/approved.

Commerce City – Belle Creek Boulevard Realignment

Laurie Tatlock reported that there had been little progress on the construction of the new Belle Creek Boulevard alignment.

Laurie Tatlock reported that Commerce City will begin construction of the reduced median at 109th Drive and Dayton Way on October 8, 2018. Commerce City expects the work to take 3-4 weeks, depending on weather. Upon motion duly made, seconded and, upon vote, unanimously carried, the Board ratified expenditure of \$1,518.50 to modify the irrigation system prior to the construction. After the construction, there will be additional charges to install landscape and irrigation improvements in the new median.

2017 Audit

Randy Warren presented and the Board discussed the District's 2017 audited financial statements. Upon motion duly made, seconded and, upon vote, carried, the Board accepted the 2017 audited financial statements. Director Barbara Southwell voted not to accept the 2017 audited financial statements.

2019 Budget

The Board reviewed that draft budget. Asking for detail on a number of items, a work session will be scheduled in November and the final budget will be considered for approval at the regular board meeting that will be held on December 4, 2018.

Legal Matters

Clint Waldron explained to the Board that HB18-1128 was signed into law by the governor on May 5, 2018. The Bill's effective date was September 1, 2018. The Bill added CRS Sections 24-73-101 through 103 which add new requirements for governmental entities to develop written data protection policies. Generally, the new statutes provide for developing policies to destroy personal identifying information, implement security procedures to protect personal identifying information, and then provide notice if there is a security breach of the personal information. Clint asked the Board and if there were instances where the District had personal identifying information. Staff advised that there are. Clint will draft a policy resolution to be considered at the next Board meeting.

Other Business

Laurie Tatlock asked the Board to ratify their approval to spend \$704.84 for Brightview to replace the backflow cage at the soccer field, just east of Belle Creek Boulevard. Upon motion duly made, seconded and, upon vote, unanimously carried, the Board ratified expenditure of \$704.84 to replace the vandalized backflow cage.

Director Items

Barbara Southwell reviewed a proposal for roof repairs at the family center. Rich Scoggins of Highline Roofing and Gutters proposes to complete repairs that will stop the water leaks for \$3,800. Upon motion duly made, seconded and, upon vote, unanimously carried, the Board authorized expenditure of \$3,800.00 for roof repairs.

The Board reviewed a list of maintenance items with staff that they would like addressed in the next 12 to 18 months.

Adjournment

Upon motion duly made and seconded, and upon vote unanimously carried the meeting was adjourned.

Respectfully submitted,

By: Mary E. Bueh
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL OCTOBER 2, 2018 MINUTES OF THE BELLE CREEK METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS.