

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

Held: Tuesday, December 3, 2019, at 5:30 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:

Eric Henderson, Barbara Southwell, Kevin Vincel, Shannon Wester, and Nephi Wright

Also in attendance were:

Laurie Tatlock, Mulhern MRE, Inc., Cindy Moris and Amy Ostendorf, YMCA.

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

The Board reviewed the proposed agenda. Upon motion duly made, seconded and, upon vote, unanimously carried; the Board approved the agenda.

Administrative Matters

Draft minutes from the November 5, 2019 and November 22, 2019 meetings of the Board of Directors were distributed before the meeting for review. Following discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the minutes from the November 5, 2019 and November 22, 2019 meetings were approved.

After review and discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the payment of claims, checks numbered 8254-8263, and ACH payments to Marlin Business Bank on 11/13/2019 in the amount of \$324.46, Xcel Energy on 11/13/2019 in the amount of \$278.94, KS State Bank on 11/15/2019 in the amount of \$683.32, and a wire to UMB on 11/29/2019 in the amount of \$301,296.88.

The Board considered approval of a Resolution concerning 2020 Annual Administrative Matters. Following discussion, upon motion duly made, seconded and, upon vote, unanimously carried the Resolution concerning 2020 Annual Administrative Matters was approved.

The Board considered approval of the 2020 Election Resolution. Following discussion, upon motion duly made, seconded and, upon vote, unanimously carried the 2020 Election Resolution Matters was approved.

The Board considered adoption of a Resolution Concerning Online Notice of Regular and Special Meetings. The Board asked staff to find out how long the notices need to remain on the website. Following discussion, and subject to understanding the duration that notices need to be posted, upon motion duly made, seconded and, upon vote, unanimously carried the Resolution Concerning Online Notice of Regular and Special Meetings was adopted.

After review and discussion, upon motion duly made, seconded, upon vote, carried, the Board approved the 2020 Management Contract with Mulhern MRE, Inc. and the Covenant Enforcement Agreement with Wolfersberger, LLC.

The Board reviewed the 2019 audit proposal obtained from Fiscal Focus Partners, After review and discussion, upon motion duly made, seconded, upon vote, carried, the Board approved the engagement of Fiscal Focus Partners to complete the 2019 audit for a fee of \$5,000.

#### Budget Hearing

The Board convened a public hearing to consider and adopt the 2020 Budget, appropriate sums of money and authorize the certification of the tax levy. There were no members of the public present. The public hearing was closed. The Board reviewed the proposed 2020 Budget. Laurie Tatlock advised that the subordinate debt holder has waived the requirement for a 39.50 mill levy, allowing a 30.00 mill levy for debt service for another year. Noting that there will be minor modifications when final assessment numbers are certified by Adams County, upon motion duly made, seconded and unanimously carried, the Board approved the 2020 Budget, appropriated sums of money and authorized the certification of the tax levy at 61.00 mills.

#### YMCA Report

The Board reviewed and discussed the 2020 YMCA proposal for Family Center operations. Upon motion duly made, seconded and, upon vote, unanimously carried, the Board decided not to renew the Family Center operations contract, and asked that staff prepare the 90-day notice to cancel and ask the YMCA if they would continue providing school age childcare under a separate contract. The Board asked staff to develop job description for Cindy and Kim and track time for the next 30 days.

YMCA staff reviewed their report with the Board. Upon motion duly made, seconded and, upon vote, unanimously carried, the Board approved spending up to \$10,000 for Air Care Pro to clean the ventilation system dust works and complete high dusting of the exposed mechanical equipment.

The Board directed staff to obtain holiday decoration proposals. The Board advised Cindy Moris not to donate any proceeds from the November events until legal counsel advises if it is allowed.

#### Management Report

Laurie Tatlock reviewed the Metro District Update, dated November 2, 2019 with the Board. Upon motion duly made, seconded, and upon vote, unanimously carried, authorized expenditure of \$1,052.00 to repair the meter pit and the settlement of the turf in front of 10885 Dayton Way. The Board directed that staff prepare an inventory of all pet stations and assess the condition of each.

#### Legal Matters

None.

#### Other Business

None.

#### Public Comment

None.

#### Director Items

Director Wester advised that she would be out of town and not available to attend the January 7, 2020 Board Meeting

#### Adjournment

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

Respectfully submitted,

By: \_\_\_\_\_  
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL DECEMBER 3, 2019 MINUTES OF THE  
BELLE CREEK METROPOLITAN DISTRICT NO. 1 BY THE BOARD OF DIRECTORS.