

# RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL  
MEETING OF THE BOARD OF DIRECTORS OF  
THE BLUE LAKE METROPOLITAN DISTRICT NO. 3  
HELD  
SEPTEMBER 15, 2020**

**ATTENDANCE**

A special meeting of the Board of Directors of the Blue Lake Metropolitan District No. 3 was called and held Tuesday, September 15, 2020, at 12:00 p.m. at 7995 E. prentice Ave., Suite 103E, Greenwood Village, CO and via Zoom. The following directors were present and confirmed their qualifications to serve on the Board:

Kacy Flemons  
Tracye Herrington  
Jody Rowland

Also present was:

Lisa Jacoby, Paige Titcomb and Nancy Weiss; Community Resource Services of Colorado  
Michael Davis, Esq.; Miller & Associates Law Offices, LLC  
Christine McLeod; Haynie & Company

**ADMINISTRATIVE  
ITEMS**

**Call to Order and Declaration of Quorum:** Ms. Jacoby noted that a quorum of the Board was present and confirmed the Director's continuing qualification to serve.

**Disclosure of Potential Conflicts of Interest:** Attorney Davis advised the Board that under Colorado law, certain disclosures are required before the Board can take official action at the meeting. The Board reviewed the agenda for the meeting and confirmed the contents of the written disclosures they had previously made, and stated the fact and summary nature of the individual interests that are set forth in the disclosures, as required under Colorado law, so that official action could be taken at the meeting.

Written disclosures of the interests of Directors were filed with the Secretary of State at least seventy-two (72) hours prior to the meeting.

**Agenda:** Following discussion, upon motion duly made by Director Flemons, seconded by Director Rowland and, upon vote, unanimously carried, the Agenda was approved as presented.

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### **Appointment of Officer Positions:**

The Board entered into discussion regarding the appointment of officer positions.

Following discussion, upon motion duly made by Director Flemons seconded by Director Rowland and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Kacy Flemons
Treasurer	Jody Rowland
Secretary	Tracye Herrington

**Minutes:** The Board reviewed the Minutes from the September 19, 2019 Special Meeting. Upon motion duly made by Director Rowland seconded by Director Flemons and, upon vote, unanimously carried, the Minutes from the September 19, 2019 Special Meeting were approved as presented.

### **2021 Annual Administrative Resolution and 2021 Meeting**

**Dates:** Ms. Jacoby reviewed the 2021 Annual Administrative Resolution with the Board.

Following discussion, upon motion duly made by Director Flemons, seconded by Director Rowland, and upon vote, unanimously carried, the Board adopted the 2021 Annual Administrative Resolution, subject to finalization. It was determined to schedule 2021 meetings on an as needed basis to be held at 7995 E Prentice Ave., Suite 103E, Greenwood Village, CO 80111.

## FINANCIAL ITEMS

**2019 Audited Financial Statements:** Ms. McLeod reviewed with the Board the 2019 audited financial statements.

Following review, upon motion duly made by Director Flemons, seconded by Director Rowland and, upon vote, unanimously carried, the Board approved the 2019 Audited Financial Statements and authorized the execution of Representations Letter.

**2020 Audit:** Following discussion, upon motion duly made by Director Flemons, seconded by Director Rowland and, upon vote, unanimously carried, the Board approved the engagement of Haynie & Company to perform the 2020 Audit, for an amount not to exceed \$4,900.

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**2020 Budget Amendment:** Director Flemons opened the public hearing to consider the Resolution to Amend the 2020 Budget and discuss related issues. It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2020 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

No public comments were received, and the public hearing was closed.

Following review and discussion, Director Flemons moved to adopt the Resolution to amend 2020 Budget, Director Rowland seconded the motion and, upon vote, unanimously carried, the Board adopted the Resolution to amend the 2020 Budget.

**2021 Budget:** Director Flemons opened the public hearing to consider the Resolution to adopt the 2021 Budget and discuss related issues. It was noted that publication of Notice stating that the Board would consider adoption of the 2021 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

No public comments were received, and the public hearing was closed.

Following discussion, the Board considered the adoption of the Resolution to Adopt the 2021 Budget and Appropriate Sums of Money and Set Mill Levies (for the General Fund at 5.035 mills and the Debt Service Fund at 55.659 mills, for a total mill levy of 60.694 mills). Upon motion duly made by Director Flemons, seconded by Director Rowland and, upon vote, unanimously carried, the Resolution was adopted, as discussed, and execution of the Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2020. Ms. Jacoby was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Weld County and the Division of Local Government, not later than December 15, 2020. Ms. Jacoby was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2021.

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**Schedule of Cash Position and Financial Statements:** – Ms. Jacoby reviewed the Schedule of Cash Position updated as of September 14, 2020, and Financial Statements for the period ending August 31, 2020 with the Board.

Following discussion, upon motion duly made by Director Flemons, seconded by Director Rowland, and upon vote, unanimously carried, the Board accepted the Cash Position as of September 14, 2020, and the Financial Statements for the period ending August 31, 2020.

**Claims:** The Board considered ratifying the claims represented by check nos. 01074-01092, totaling \$36,617.72.

Following discussion, upon motion duly made by Director Flemons, seconded by Director Rowland and, upon vote, unanimously carried, the Board ratified approval of the payment of claims as presented.

**ATTORNEY ITEMS**

None at this time.

**OTHER ITEMS**

None at this time.

**ADJOURNMENT**

There being no further business to come before the Board, upon unanimous vote the meeting for the District was adjourned at approximately 12:35 p.m.

DocuSigned by:



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Secretary for the Meeting