

## RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
SKY RANCH METROPOLITAN DISTRICT NO. 5  
HELD  
NOVEMBER 13, 2020**

A special meeting of the Board of Directors (“Board”) of the Sky Ranch Metropolitan District No. 5 (“District”) was convened on Friday, the 13<sup>th</sup> day of November, 2020, at 8:30 a.m. at Pure Cycle Corporation, 34501 E. Quincy Ave., Bldg. 34, Watkins, CO 80137. Due to the concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, this District Board meeting was also held by conference call. The meeting was open to the public.

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**ATTENDANCE**

**Directors in Attendance Were:**

Mark Harding  
Joe Knopinski  
Kevin McNeill  
Scott Lehman  
Dirk Lashnits

**Also In Attendance Were:**

Lisa Johnson and Thuy Dam; CliftonLarsonAllen LLP  
Suzanne Meintzer, Esq.; McGeady Becher P.C.  
Barrett Marrocco; Independent District Engineering Services, LLC  
 (“IDES”)

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**DISCLOSURE OF  
POTENTIAL  
CONFLICTS OF  
INTEREST**

**Disclosure of Potential Conflicts of Interest:**

The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Ms. Johnson noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. Attorney Meintzer noted that all Directors’ Disclosure Statements have been filed. No additional conflicts were disclosed.

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### **ADMINISTRATIVE MATTERS**

#### **Agenda and Confirm Location of Meeting and Posting of Meeting Notice:**

The Board reviewed a proposed Agenda for the District's special meeting.

Following discussion, upon a motion made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried the Board approved the agenda as presented.

The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director Knopinski, seconded by Director McNeill and, upon vote, unanimously carried, the Board determined that due to the ongoing concerns regarding the spread of the COVID-19 and the benefits to the control of the spread of the virus by limiting in-person contact, certain Board members and consultants of the CAB would attend this meeting in person at the above-referenced location. However, certain other Board members and consultants of the District would attend this meeting via video conference or teleconference. The Board further noted that the notice of the time, date, location, and video conference/teleconference information for the meeting was duly posted and that no objections to the means of hosting the meeting were received from taxpaying electors.

#### **Business to be conducted in 2021 and schedule regular Board meetings. Consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices:**

Following discussion, upon motion duly made by Director McNeill, seconded by Director Lashnits and, upon vote, unanimously carried, the Board adopted the Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

#### **Renewal of 2021 Property and Liability Policy and Special District Association membership:**

Following discussion, upon motion duly made by Director Harding, seconded by Director McNeill and, upon vote, unanimously carried, the Board authorized staff to renew the insurance for the District.

Following discussion, upon motion duly made by Director Harding, seconded by Director McNeill and, upon vote, unanimously carried, the Board authorized staff to waive workers' comp for the District.

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**Requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2021 (District Transparency Notice):**

The Board directed staff to prepare the 2021 Transparency Notice and to post on the SDA's website and the Authority's website.

**PUBLIC  
COMMENT**

**Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person:**

No public was in attendance.

**CONSENT  
AGENDA**

The Board considered the following actions:

**Minutes of the August 14, 2020 Special Meeting:**

The Board discussed the minutes of the August 14, 2020 Special Meeting.

**Resolution No. 2020-09-01; Resolution Calling a Special Election within the Sky Ranch Metropolitan District No. 5 on November 3, 2020, to be conducted as a Mail Ballot Election, submitting to the Eligible Electors of the District questions relating to the issuance of Debt, and approving other matter in connection therewith:**

The Board discussed the Resolution Calling a Special Election within the Sky Ranch Metropolitan District No. 5 on November 3, 2020, to be conducted as a Mail Ballot Election, submitting to the Eligible Electors of the District questions relating to the issuance of Debt, and approving other matter in connection therewith.

Following discussion, upon motion duly made by Director Harding, seconded by Director Lashnits and, upon vote, unanimously carried, the Board approved the Consent Agenda items listed above.

**FINANCIAL  
MATTERS**

**Public Hearing to consider amendment of the 2020 Budget. If necessary, consider adoption of Resolution to Amend the 2020 Budget:**

Director Harding opened the public hearing to consider an amendment to the 2020 Budget. There was no public in attendance. The public hearing was closed. The Board decided there was not a need to amend the 2020 Budget.

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**Public Hearings on the proposed 2021 Budget and consider adoption of Resolution to Adopt the 2021 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions):**

Director Harding opened the public hearing to consider an amendment to the 2020 Budget. There was no public in attendance. The public hearing was closed.

Ms. Dam presented the proposed 2021 Budget to the Board. Board discussed considerations regarding imposition of the Regional Mill Levy should the Amended Service Plan be approved by Arapahoe County. The Board also discussed the 2021 Draft Budget. Following review and discussion, upon motion duly made by Director Harding, seconded by Director Knopinski and, upon vote, unanimously carried, the Board adopted the 2021 Budget and consider adoption of Resolution to Adopt the 2021 Budget and Appropriate Sums of Money, setting the Mill Levy at 123.89 if the Board of County Commissioners approves the Service Plan Amendment or 88.400 mills if the County does not approve the Amended Service Plan.

**Considerations regarding imposition of the Regional Improvements Mill Levy:**

This agenda item was discussed during the budget presentation above.

**District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties:**

Following review and discussion, upon motion made by Director McNeill, seconded by Director Lashnits and, upon vote unanimously carried, the Board authorized the District Accountant to prepare and sign the DGL-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

**Appointment of District Accountant to and prepare 2022 Budget.**

Following review and discussion, upon motion made by Director Knopinski, seconded by Director Lashnits and, upon vote unanimously carried, the Board authorized the District Accountant to prepare the 2022 Budget for the District.

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**Appointment of District Accountant to or engagement of outside accountant to prepare 2020 Audit Exemption:**

Following review and discussion, upon motion made by Director Lashnits, seconded by Director McNeill and, upon vote unanimously carried, the Board authorized the District Accountant to prepare the 2020 Audit Exemption or to engage outside Accountant to prepare the 2020 Audit Exemption.

**Other** – None.

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**LEGAL MATTERS**

**Inclusions and exclusions needed to effectuate the intent of the District's Amended and Restated Service Plan:**

Attorney Meintzer discussed potential inclusions and exclusions needed in 2021 to effectuate the intent of the Amended and Restated Service Plans for District Nos. 3-5 and Service Plans for District Nos. 6-8. The Board will discuss in more detail at a future meeting.

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**OTHER BUSINESS**

**Other:**

There was no other business presented.

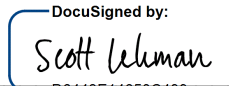
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**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned at 10:25 a.m.

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Respectfully submitted,

By:   
Secretary for the Meeting

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Client Number: 011-045818-OS03-2021	
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Document Pages: 5	Signatures: 1
Certificate Pages: 4	Initials: 0
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	Minneapolis, MN 55402
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	5/3/2021 10:24:31 AM
Certified Delivered	Security Checked	5/3/2021 10:25:14 AM
Signing Complete	Security Checked	5/3/2021 10:25:51 AM
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