

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF CASTLE OAKS METROPOLITAN DISTRICT

Held: November 4, 2020 at 6:00 p.m.

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Public Health and Environment, and the threat posed by the COVID-19 coronavirus, the meeting was held via teleconference.

Attendance

The meeting referenced above was called and held in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve on the Board, were in attendance:

Christopher Pratt
Thomas Hykes
Kenneth Allen

Also present were: Kristin B. Tompkins, Esq. and Audrey G. Johnson, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel and Alex Fink, CliftonLarsonAllen, LLP, District Accountant.

Director Qualification

The directors in attendance confirmed their qualification to serve.

Call to Order

It was noted that a quorum of the Board was present, that the directors had confirmed their qualification to serve, and Director Pratt called the meeting to order.

Disclosure Matters

Ms. Johnson advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Johnson reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Johnson inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were necessary. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda Ms. Johnson presented the proposed agenda to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda as presented.

Public Comment None.

Consent Agenda Ms. Johnson reviewed the items on the consent agenda with the Board. Ms. Johnson advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and/or adopted:

Legal Matters

Consider Adoption of 2021 Annual Administrative Resolution Ms. Johnson reviewed the 2021 Annual Administrative Resolution with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the Annual Administrative Resolution.

Financial Matters

Consider Approval of Payables/Financials Mr. Fink presented the Board with the September 30, 2020 unaudited financials, the Schedule of Cash Position Dated September 30, 2020, updated as of October 28, 2020 and claims payable for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the unaudited financials and the schedule of cash position and ratified interim claims through October 29, 2020, totaling \$29,189.15.

Conduct 2021 Budget Hearing and Consider Adoption of Resolution to Adopt 2021 Budget and Set Mill Levies Director Pratt opened the public hearing on the proposed 2021 Budget. Ms. Johnson noted that the notice of the public hearing was provided in accordance with Colorado law. No written objections were received prior to the meeting. There being no public comment, the hearing was closed.

Mr. Fink reviewed the proposed 2021 Budget with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution adopting the 2021 Budget, subject to a \$1000.00 adjustment to cover website maintenance, appropriating funds therefor and certifying 3.000 mills for the general fund, 46.000 mills for the debt service fund, and 0.000 mills for the capital projects fund.

The Board directed legal counsel and the District's accountant to certify the mill levy by December 15, 2020 and file the 2021 Budget by January 30, 2021.

Adjournment

There being no further business to come before the Board and following discussion and upon motion duly made, seconded and unanimously carried, the Board determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting

Thomas Hykes
Thomas Hykes (Jun 13, 2021 10:37 MDT)

Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 2nd day of June, 2021.