

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARDS OF DIRECTORS OF THE LAKES AT CENTERRA METROPOLITAN DISTRICT NO. 1

HELD
November 15, 2024

The Special Meeting of the Boards of Directors of The Lakes at Centerra Metropolitan District No. 1 was held via MS Teams and Teleconference on Friday, November 15, 2024, at 1:30 p.m.

ATTENDANCE

Directors in Attendance:

Kim Perry, President & Chairperson
Samantha Salazar, Vice President/Assistant Secretary
Tim DePeder, Secretary/Treasurer
Wendy Messinger, Assistant Treasurer

Also in Attendance:

Deborah Early; Icenogle Seaver Pogue, P.C.
Bryan Newby, Dillon Gamber, Doug Campbell, Stanley Holder, and
Brendan Campbell; Pinnacle Consulting Group, Inc.
Jim Niemczyk; McWhinney.
James Laferriere, Todd Carnes, Susan Draut, Karl Sutton, and Jerilyn
Wagner; Members of the Public.

ADMINISTRATIVE ITEMS

Declaration of Quorum/Call to Order: Director Perry noted that a quorum was present, with four out of four Directors in attendance. The Special Meeting of the Board of Directors of The Lakes at Centerra Metropolitan District No. 1 was called to order by Director Perry at 1:32 p.m.

Director Qualifications/Disclosure of Potential Conflicts of Interest: All Board Members confirmed their qualifications to serve on the Board. Deborah Early, legal counsel, stated that notices of potential conflicts of interest for all Board Members were filed with the Colorado Secretary of State's Office, disclosing potential conflicts as all Board Members are employees of McWhinney Real Estate Services, Inc., which is associated with the primary landowners and developer within the Districts. Ms. Early advised the Board that pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking official action at a meeting. The Board reviewed the agenda for the meeting, following which each Board Member present confirmed the contents of the written disclosures previously made stating the fact and summary nature of any matters as required under Colorado law to permit official action to be taken at the meeting. Additionally, the Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

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Approval of Agenda: The Board considered the approval of the agenda. Following review and discussion, upon a motion duly made by Director Messinger, seconded by Director DePeder, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as presented.

Public Comment for Non-Agenda Items: There were no Public Comments received.

Board Vacancy and Elect Officers: There were no interested candidates to be considered at this time.

Director Comment: There were no Director Comments received.

CONSENT AGENDA

Director Perry reviewed the items on the consent agenda with the Boards. Director Perry advised the Boards 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 by Director DePeder, Seconded by Director Salazar, the following items on the consent agenda were unanimously approved, ratified and adopted:

- A. Minutes – August 16, 2024, Special Meeting.
- B. Claims Presented for Payment.
- C. Contract Modifications.
- D. Unaudited Financial Statements for the period ending September 30, 2024.
- E. 2025 Administrative Matters Resolution.
- F. 2025 Meeting Resolution.
- G. 2025 District No. 1 Regular Special District Election Resolution.
- H. Second Amendment to Amended and Restated Public Records Policy.

DISTRICT MANAGER ITEMS

District Manager's Report: Mr. Newby and Mr. Gamber presented the District Manager's Report to the Board and answered questions..

2025 Master Service Agreements with Operations and Maintenance Service Contractors: Mr. Gamber presented the 2025 Master Service Agreements with Operations and Maintenance Service Contractors to the Board and answered questions.

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1. McWhinney Real Estate Services
2. All Sweep
3. E3 Signs
4. Playco Inc.
5. Precision Concrete Cutting
6. On Demand Concrete
7. Ramey Environmental Compliance
8. SWPPP Colorado

Following review and discussion, upon a motion duly made by Director Salazar, seconded by Director DePeder, and upon vote, unanimously carried, it was

RESOLVED to approve the 2025 Master Service Agreements with Operations and Maintenance Service Contractors within the Approved 2025 Budget, as presented.

Authorization of District Manager to Execute 2025 Work Orders with Approved Operations and Maintenance Service Contractors within the Approved 2025 Budget: Mr. Newby requested the Board consider delegating authority to the District Manager to execute 2025 Work Orders with approved operations and maintenance service contractors within the approved 2025 budget. Following review and discussion, upon a motion duly made by Director DePeder, seconded by Director Salazar, and upon vote, unanimously carried, it was

RESOLVED to authorize the District Manager to execute 2025 Work Orders for approved operations and maintenance service contractors within the approved 2025 budget, as presented.

CAPITAL
INFRASTRUCTURE
ITEMS

Capital Infrastructure Report & District Project Manager Update: Mr. Holder presented the Capital Infrastructure Report and the District Project Manager Update to the Board and answered questions.

Capital Fund Summary: Mr. Holder reviewed the Capital Fund Summary with the Board and answered questions.

Millenium North-West Warranty Repair: Mr. Holder and Ms. Early discussed with the Board the status of the Millenium North-West Warranty Repair. Mr. Holder presented to the Board a proposal from Precision Concrete Cutting to grind sidewalk concrete in Nolan Lake Court in the amount of \$5,824.13. Following review and discussion, upon a motion duly made by Director DePeder, seconded by Director Salazar, and upon vote, unanimously carried, it was

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RESOLVED to apprise the proposal from Precision Concrete Cutting to grind sidewalk concrete in Nolan Lake Court in the amount of \$5,824.13, as presented.

FINANCIAL ITEMS

Finance Manager's Report: Mr. Campbell reviewed the Finance Manager's Report with the Board and answered questions.

Approval of Haynie & Company for 2024 Audit: Mr. Holder presented Haynie & Company for the 2024 Audit to the Board and answered questions. Following review and discussion, upon a motion duly made by Director Salazar, seconded by Director Messinger, and upon vote, unanimously carried, it was

RESOLVED to approve Haynie & Company for 2024 Audit.

2024 AMENDED
BUDGET HEARING

Mr. Campbell informed the Board that that the District has no need to amend the 2024 District No. 1 Budget. That being said, this portion of the Special meeting was concluded.

2025
BUDGET HEARING

Mr. Newby reported that notice of the budget hearing was published on November 6, 2024, in the *Loveland-Reporter Herald*, in accordance with state budget law. Director Perry opened the 2025 Budget Hearing. Mr. Campbell reviewed the proposed budgets in detail and answered questions. Director Perry closed the 2025 Budget Hearing. The 2025 budgets for the District are as follows:

District No. 1
General Fund: \$554,036
Capital Projects Fund: \$153,521

Following review and discussion, upon a motion duly made by Director Messinger, seconded by Director Salazar, and upon vote, unanimously carried, it was

RESOLVED to approve the Resolution to Adopt the 2025 Budgets for The Lakes at Centerra Metropolitan District No. 1, set the mill levies, and appropriate budgeted funds upon final certification of values being received by the County of Larimer on or before December 15, 2024, and approve all other documents related to the 2025 budgets. The District Manager is authorized to make minor modifications that may be necessary following receipt of final assessed values.

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LEGAL ITEMS

There were no Legal Items to come before the Board.

DIRECTOR
COMMENT

There were no Director Comments received.

ADJOURNMENT

There being no further business to come before the Boards, the meeting was adjourned at 2:19 p.m.

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

Respectfully submitted,

Bryan Newby

Bryan Newby, Recording Secretary for the Meeting