

RECORD OF PROCEEDINGS

MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE PLAINS METROPOLITAN DISTRICT HELD NOVEMBER 16, 2023

The Regular meeting of the Board of Directors of the Plains Metropolitan District (referred to hereafter as "Board") was convened on Thursday, November 16, 2023 at 12:00 p.m. at KC & Associates, 10106 W. San Juan Way, Suite 210, Littleton, Colorado 80127. The meeting was held in-person and open to the public.

ATTENDANCE

Directors in Attendance were:

Scott Burrows
Kathy Tourney
Steve Langer
Joe Pickard

The following director was absent and excused:

Kathy Christensen

Also in Attendance were:

David B. Peak; District Manager
Shannon Smith Johnson, Esq.; Icenogle Seaver Pogue

CALL TO ORDER

A motion was duly made by Director Tourney, and seconded by Director Langer, and upon vote, unanimously carried, the Board called the meeting to order making Director Pickard acting President to conduct the business meeting in the absence of President Christensen.

DISCLOSURE MATTERS

Ms. Johnson advised the Board that, pursuant to Colorado law, certain disclosures may be required prior to taking official action at the meeting. The Board reviewed the agenda for the meeting, following which each Board member confirmed the contents of written disclosures previously made, stating the fact and summary nature of any matters, as required by Colorado law, to permit official action 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.

APPROVAL OF AGENDA

This Regular Board Meeting was held in-person and open to the public. Following review and discussion, upon a motion duly made by Director Burrows, and seconded by Director Langer, and upon vote, unanimously carried, the Board approved the Agenda.

APPROVAL OF MINUTES

Following review and discussion, upon a motion duly made by Director Langer, and seconded by Director Burrows, and upon vote, unanimously carried, the Board approved the Minutes of the October 19, 2023 Regular Board Meeting.

COMMUNITY COMMENT

None.

RECORD OF PROCEEDINGS

FINANCIAL MATTERS

A. Review and Accept Cash Position Schedule as of November 16, 2023

Upon motion, second, and unanimous vote, the Board approved the Cash Position Schedule of November 16, 2023 as presented.

B. Review and Approve November 2023 Received Claims

After review, and upon a motion duly made by Director Langer, and seconded by Director Burrows, and upon vote, unanimously carried, the Board approved the November 2023 claims totaling \$27,929.96 for check numbers 2278 through 2291. Check number 2285 was voided for \$92.35.

C. Proposed 2024 Budget

i. Public Hearing and Public Comment Period

Upon a motion duly made by Director Burrows, and seconded by Director Langer, and upon vote, unanimously carried, the Board opened the public hearing on the 2024 proposed budget, consistent with published notice at 12:22 p.m. With no public comment received and upon a motion duly made by Director Burrows, and seconded by Director Langer, and upon vote, unanimously carried, the Board closed the public hearing at 12:23 p.m.

ii. Consider Approval of the Resolution Approving Proposed 2024 Budget, Certification of the Mill Levy, and Appropriation of Sums of Money

Mr. Peak reviewed the Budget Resolution for consideration of the proposed 2024 budget, appropriating funds therefor, and certification of a mill levy thereunder. After discussion, and upon a motion duly made by Director Burrows, and seconded by Director Langer, and upon vote unanimously carried, the Board approved the resolution adopting the 2024 budget, appropriating the funds to the approved budget, and certifying the mill levies as provided in the 2024 Budget Resolution.

D. Other

None.

ADMINISTRATIVE MATTERS

A. Review and Consider Approval of the 2024/2025 Keesen Landscape Contract

Mr. Peak reviewed the proposed the landscape maintenance agreement with Keesen Landscape effective March 1, 2024 until February 28, 2025 for \$18,600 with an option of a one year extension for 2025 until 2026 with a 3% increase of \$558 applied in 2025/2026 agreement. After discussion, a motion was duly made by Director Burrows, and seconded by Director Langer, and upon vote, unanimously carried, the Board approved the 2024/2025 Keesen Landscape Agreement with a one year extension for 2025/2026.

B. Discussion of the Repair and Replacement of Three Monument Signs on Shaffer Parkway

After a brief discussion, the Manager was directed to entertain a redesign of five small office park monument signs at the intersection along the south side of West Chatfield Avenue starting at the intersection of Shaffer Parkway and West Chatfield Avenue.

RECORD OF PROCEEDINGS

C. Update on the Right-of-Way SE Corner of C-470 and Ken Caryl Avenue

Mr. Peak informed the Board that the State Highway Department will have the contractor who installed the road improvements along the SE corner of C-470 and Ken Caryl Avenue return in the spring of 2024 to finish the landscape restoration at the C-470 and Ken Caryl Avenue intersection.

D. Other
None.

**BOARD
MATTERS**

A. Other
None.

**LEGAL
MATTERS**

A. Update on the Status of the Deer Creek Property Acquisition

Mr. Peak indicated that there is nothing new to report on the property acquisition.

B. Conflict of Interest Forms for 2024

Ms. Johnson informed the Board that her firm will mail out new conflict of interest forms for 2024 to the Board members for completion and/or updating as appropriate.

C. Other
None.

**OTHER
BUSINESS**

A. The Next Regular Board Meeting, December 21, 2023 at 12 p.m. - KC & Associates, 10106 W. San Juan Way, Suite 210, Littleton, CO 80123. This meeting may be held, cancelled, or rescheduled.

B. Confirm Quorum for the Next Special Board Meeting, January 18, 2024 at 12 p.m. - KC & Associates, 10106 W. San Juan Way, Suite 210, Littleton, CO 80127.


C. Confirm Attendance for the Holiday Gathering on December 7, 2023.

There will be no official business at this holiday gathering.

ADJOURNMENT

Upon a motion duly made by Director Burrows, and seconded by Director Langer and upon a vote, unanimously carried, the meeting was adjourned at approximately 1:10 p.m..

Respectfully submitted,

By 
Secretary for the Meeting