

# RECORD OF PROCEEDINGS

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MINUTES OF THE MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PLAINS METROPOLITAN DISTRICT  
HELD  
JANUARY 19, 2023

The special meeting of the Board of Directors of the Plains Metropolitan District (referred to hereafter as "Board") was convened on Thursday, January 19, 2023 at 12:00 p.m. at KC & Associates, 10106 W. San Juan Way, Suite 210, Littleton, Colorado 80127. The meeting was open to the public.

## ATTENDANCE

### Directors in Attendance via Zoom were:

Kathy Christensen  
Scott Burrows  
Kathy Tourney  
Steve Langer  
Joe Pickard (absent)

### Also in Attendance were:

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

## CALL TO ORDER

President Christensen called the Board meeting to order and confirmed a quorum.

## 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

Following review and discussion, upon a motion duly made, by Director Burrows, and seconded by Director Tourney, and upon vote, unanimously carried, the Board approved the Agenda as presented and excused Director Pickard.

## 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 November 17, 2022 regular meeting.

## COMMUNITY COMMENT

None

## FINANCIAL MATTERS

### A. Ratify December 2022 Claims

After review, and upon a motion duly made by Director Burrows, and seconded by Director Langer, and upon vote, unanimously carried, the Board ratified the approval of the December 2022 claims totaling \$10,905.04 for check numbers 2173-2178.

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B. Cash Position as of January 19, 2023

Mr. Peak reviewed the Cash Position Schedule as of January 19, 2023. The Board accepted the January 19, 2023 Cash Position Schedule as presented.

C. Approval of January 2023 Received Claims

After review, and upon a motion duly made by Director Burrows, and seconded by Director Langer, and upon vote, unanimously carried, the Board approved the January 2023 claims totaling \$8,257.35 for check numbers 2179-2188.

D. Review and Approve the 2022 Audit Proposal

After review, and upon a motion duly made by Director Burrows, and seconded by Director Langer, and upon vote, unanimously carried, the Board approved the 2022 Audit Proposal from WIPFLI, LLP for not-to-exceed \$4,700 plus expenses and subject to District Legal Counsel's final review and approval.

E. Other

None

### ADMINISTRATIVE MATTERS

A. Review and Approve Annual Resolution 2023

Mr. Peak reviewed the 2023 Annual Resolution with the Board. The Board agreed to keep the officers of the Board of Directors the same as 2022 with Kathy Christensen serving as President, Scott Burrows as Treasurer, and remaining Board members serving as Assistant Secretaries to the Board as identified in the Resolution. 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 Annual Resolution for 2023, including designating the District's official website as the posting place for notices of the meetings pursuant to Sections 24-6-402(2)(c) and 321-1-104.5, C.R.S.

B. Review and Approve the 2023 Regular Special District Election Resolution

Mr. Peak reviewed the 2023 Regular Special District Election Resolution with the Board, noting that the Director's election would be held on Tuesday, May 2, 2023. There are three Director seats open for 4 year terms and one Director seat open for a 2 year term. 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 2023 Regular Special District Election Resolution.

C. Review and Approve the Election Services Agreement with Community Resources Services of Colorado, LLC

Mr. Peak reviewed the Election Services Agreement with the Board and noted that Sue Blair with Community Resources Services of Colorado, LLC will serve as the designated Election Official for the Plains Metropolitan District. 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 Election Services Agreement with Community Resources Services of Colorado, LLC.

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D. Review and Approve the 2023 Summer Flower Proposal and the 2023 Fall Flower Proposal from Keesen Landscape

Mr. Peak gave a brief description of the work to be performed for the 2023 Summer and Fall Flowers by Keesen Landscape on identified medians within the District. After review, and upon a motion duly made by Director Burrows, and seconded by Director Langer, and upon a vote, unanimously carried, the Board approved the Proposal for 2023 Summer Flowers for \$6,849.07 and 2023 Fall Flowers from Keesen Landscape for \$4,097.72.

E. Review and Approve the 2023 Annual Tree Care Program with Davey Tree Expert Company

Mr. Peak gave a brief description of the work to be performed for the 2023 Annual Tree Care Program with Davey Tree Expert Company on identified medians within the District. After review, and upon a motion duly made by Director Langer, and seconded by Director Langer, and upon a vote, unanimously carried, the Board approved the proposal for the 2023 Annual Tree Care Program from Davey Tree Expert Company for \$8,104.00.

F. Other

None

### BOARD MATTERS

A. Other

None

### LEGAL MATTERS

A. Legal Counsel Transition

Ms. Smith Johnson indicated that she and her staff are in the process of reviewing the District files from the Oliver Law Firm and that the files will be kept at the Icenogle Seaver Pogue Law Firm for future use and reference.

B. Other

None

### OTHER BUSINESS

A. Confirm Quorum for the Next Regular Board Meeting - March 16, 2023 at 12 p.m. - KC & Associates, 10106 W. San Juan Way, Suite 210, Littleton, CO 80127.

B. Other

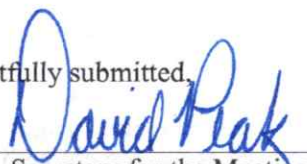
None

### ADJOURNMENT

Upon a motion duly made, and seconded, and upon a vote, unanimously carried, the meeting was adjourned at approximately 12:40 p.m..

Respectfully submitted,

By

  
Secretary for the Meeting