

## **RECORD OF PROCEEDINGS**

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### **MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF THE PLAINS METROPOLITAN DISTRICT HELD OCTOBER 18, 2018**

The regular meeting of the Board of Directors of the Plains Metropolitan District (referred to hereafter as "Board") was convened on Thursday, October 18, 2018 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 were:

Kathy Christensen  
Scott Burrows  
Kathy Tourney

##### Also in Attendance were:

David B. Peak; District Manager  
Owen L. Oliver, Esq.; The Oliver Law Firm, P.C.  
John Watson, Esq.; Spencer Fane Law Firm, P.C.

\*Director Millwee was absent and excused  
\*Director Motzkus was absent and excused

#### **CALL TO ORDER**

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

#### **APPROVAL OF AGENDA**

Following review and discussion, upon a motion duly made, and seconded, and upon vote, unanimously carried, the Board approved the Agenda as presented and excused Directors Millwee and Motzkus' absence.

#### **APPROVAL OF MINUTES**

Following review and discussion, upon a motion duly made, and seconded, and upon vote, unanimously carried, the Board approved the Minutes of the August 16, 2018 Regular Board Meeting.

#### **COMMUNITY COMMENT**

None

#### **FINANCIAL MATTERS**

##### **A. September 2018 Unaudited Financials and October 2018 Cash Position**

Mr. Peak reviewed the September 31, 2018 Unaudited Financials along with the Cash Position Schedule as of October 11, 2018. Following review and discussion, and upon a motion duly made, and seconded, and upon vote, unanimously carried, the Board approved the September 2018 Unaudited Financials and accepted the October 2018 Cash Position as presented.

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B. Review and Ratify Approval of August 2018 Claims

After review, and upon a motion duly made, and seconded, and upon vote, unanimously carried, the Board ratified approval of payment for the August 2018 claims totaling \$20,110.66 for check numbers 1653 through 1659.

C. Review and Consider Approval of Claims for September 2018

After review, and upon a motion duly made, and seconded, and upon vote, unanimously carried, the Board approved the September 2018 claims totaling \$19,909.22 for check numbers 1660 through 1675. Checks numbered 1663 for \$92.35 and 1668 for \$92.35 were voided.

D. Review and Ratify Approval of 2017 Audit

Mr. Peak reviewed the highlights of the final 2017 Audit that was prepared by Stratagem CPA of Lakewood, Colorado. After review, and upon a motion duly made, and seconded, and upon vote, unanimously carried, the Board ratified approval of the 2017 Audit and authorized its submittal to the Secretary of State of Colorado.

E. Review and Discuss the Draft of the 2019 Budget

Mr. Peak reviewed the proposed draft of the 2019 Budget for the Plains Metropolitan District. After review and discussion, and upon a motion duly made, and seconded, and upon vote, unanimously carried, the Board accepted the draft of the 2019 Budget and reaffirmed the public hearing set for November 8, 2018 at KC & Associates, 10106 W. San Juan Way, Suite #210, Littleton, Colorado 80127. Mr. Peak informed the Board that the public notice for the public hearing on the 2019 Budget will be published in the latest issue of the Columbine Courier.

### ADMINISTRATIVE MATTERS

A. Update of a Plains Board Vacancy

Mr. Peak informed the Board that Director Millwee intends to submit his letter of resignation for the Plains Metropolitan District Board of Directors in the coming months. The Board directed Mr. Peak to publish a public notice calling for interested parties to submit a letter of interest for the Board vacancy per the Colorado State Statutes regarding filling a Board vacancy in a non election year.

B. Other

None

### LEGAL MATTERS

A. Summary Regarding Final Approval of the Restated and Amended Service Plan

Mr. Watson informed the Board that the Jefferson County Commissioner's approved and signed off on the revised Amended Service Plan for the Plains Metropolitan District and that the new Service Plan is now in effect.

B. Other

None

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**OTHER  
BUSINESS**

- A. Confirm Quorum for the Next Board Meeting - November 8, 2018 at 12 p.m. KC & Associates, 10106 W. San Juan Way, Suite 210, Littleton, CO 80127

The Board confirmed a quorum for the November 8, 2018 Special Board Meeting.

**ADJOURNMENT**

Upon a motion duly made, and seconded, and upon a vote, unanimously carried, the meeting was adjourned at approximately 1:15 p.m.

Respectfully submitted,

By David Peak  
Secretary for the Meeting