

**RECORD OF PROCEEDINGS**

---

---

MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS  
SOUTHERN METROPOLITAN DISTRICT

HELD NOVEMBER 10, 2021

The regular meeting of the Board of Directors of the Southern Metropolitan District was held on Wednesday, November 10, 2021, at 12:00 noon. The Board of Directors met at the regular meeting location, Wild Basil, 8247 South Holly Street, Centennial, Colorado. The meeting was called to order by the Chair of the District, Ed Quinn.

ATTENDANCE

Directors in Attendance:

Robert D. Colwell  
Edward Quinn  
Richard Boon  
Kirk Bast

Director Absent (whose absence was excused):

Kenneth Carmann

Also in Attendance:

Micki L. Mills of Collins Cockrel & Cole  
Lisa Tussing of Balanced Bookkeeping Services, LLC

---

MINUTES

The Board reviewed the minutes of the July 14, 2021 meeting of the Board of Directors. Upon discussion and motion duly made, seconded and unanimously carried, the minutes of such meeting were approved.

---

FINANCIAL

The Board then reviewed the Accounts Payable for October/November. Upon discussion and motion duly made, seconded and unanimously carried, the Board approved and ratified the payment of invoices.

---

## RECORD OF PROCEEDINGS

---

---

### HOLIDAY DECORATIONS

The Board discussed the holiday decorations. Director Bast will arrange for the hanging of the holiday lights and decorations.

---

### MAINTENANCE ISSUES

The Board discussed the electrical issue on the Harrison island. Xcel has removed the meter to the island. There has been a delay in obtaining the permit from the City of Centennial for the pipe work.

Director Bast reported on the status of the repair to the solar system lighting on the sign at Colorado and Dry Creek.

The Board then discussed the need to conduct a walk-through of the brick fence to determine if any repairs are necessary, as a result of discovering that a top section of the fence along Dry Creek is missing. Director Boon will coordinate.

---

### 2022 BUDGET

Chair Quinn then opened the public hearing to consider the proposed 2022 Budget, after noting that the Notice Concerning Proposed Budget was published pursuant to statute. There being no public present, Chair Quinn closed the public hearing.

Following review and discussion, the Board acknowledged that the 2022 Budget was in compliance with Article X, Section 20 of the Colorado Constitution.

Thereupon, upon motion duly made, seconded, and unanimously carried, the Board approved and certified the 2022 Budget, and thereby adopted the Resolution to Adopt Budget, Set Mill Levies, and Appropriate Sums of Money. A copy of which is attached hereto. The Board then directed Ms. Mills to certify the District's mill levy to the Board of County Commissioners and to file the 2022 Budget with the Division of Local Government prior to the statutory deadlines.

---

## RECORD OF PROCEEDINGS

---

### MAY 3, 2022 ELECTION

Ms. Mills then summarized the election proceedings and deadlines for the upcoming May 3, 2022 regular Board of Directors election. Ms. Mills advised that the Self-Nomination and Acceptance forms must be filed with the District's Designated Election Official no later than February 25, 2022.

Thereupon, Ms. Mills presented the Election Resolution calling for a polling place election; designating Micki L. Mills as the District's Designated Election Official for conducting the election; and providing authorization for the District's Designated Election Official to proceed with the conduct of the election, including the authority to cancel the election on or after March 2, 2022, if there are no more candidates than positions to be filled. Upon motion duly made, seconded and unanimously carried, the Board adopted the Election Resolution, a copy of which is attached hereto and incorporated herein by this reference.

---

### TRANSITION OF LAW FIRM

Ms. Mills formally announced that effective January 1, 2022, Collins Cockrel & Cole ("CCC") will no longer be providing legal services to clients, and that she, along with the District's attorney, will continue practicing with the new law firm of Cockrel Ela Glesne Greher & Ruhland ("CEGR"). Upon discussion and motion duly made, seconded and unanimously carried approved the transition of legal services from CCC to CEGR.

---

### 2022 GROUNDS MAINTENANCE CONTRACT

The Board reviewed the 2022 Grounds Maintenance Contract with KB Landscape and Maintenance. Upon motion duly made, seconded and unanimously carried the Board approved the Contract and directed Ms. Mills to provide the Contract to KB Landscape and Maintenance for consideration.

---

**RECORD OF PROCEEDINGS**

---

---

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.

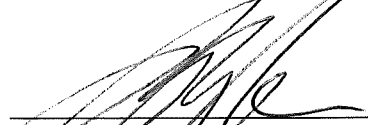
Respectfully submitted,



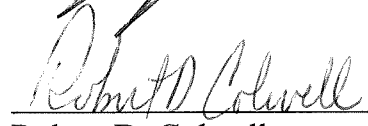
---

Secretary for the Meeting

MINUTES APPROVED:



Richard Boon



Robert D. Colwell



Edward Quinn



Kirk Bast

# Southern Metro District Agenda

November 10, 2021

## General Meeting Agenda

Meeting Date: November 10, 2021

Meeting Time: 12:00-1:00 BUSINESS MEETING

Location: Wild Basil, Holly & County Line

1. Call to Order
2. Review and approve minutes from July 14, 2021 meeting
3. Review and approve financials
4. Christmas lighting update for 2021
5. Update on Harrison Island Electrical Situation
6. Update on Northeast Corner Solar Install, Dry Creek & Colorado
7. Conduct Public Hearing and Consider 2022 Budget. Consider Adoption of Resolution To Adopt Budget. Certify Mill Levy and Appropriate Sums of Money
8. Consider Adoption of Resolution Calling for 2022 Regular District Election, discuss Change to Law for Call for Nomination
9. Transition of Collins Cockrel & Cole to New Law Firm
10. Approval of 2022 Grounds Maintenance Contract with KB Landscaping and Maintenance
11. Set date for next meeting

**THE SOUTHERN METROPOLITAN DISTRICT**

**Accounts Payable  
Oct/Nov**

**Oct/Nov Accounts Payable paid in Nov**

Bookkeeping:	Balanced Bookkeeping Services Oct Invoice - 201442224		343.75
Directors Fees:	Richard Boon	92.35	
	Kirk Bast	92.35	
	Robert Colwell	92.35	
	Edward Quinn	<u>92.35</u>	
			369.40
Insurance Expense:	Colorado Special Districts Prop & Liab Pool Workers' Compensation Coverage 2022 General Liability Coverage 2022		445.00
Legal Fees:	Collins, Cockrel & Cole PC Oct Invoice		394.08
Repairs & Maintenance:	KB Landscape & Maintenance Invoice #21-00xx - Monthly Maint. - Nov		1,348.50
Utilities:	Denver Water Oct Invoice		593.39
	Xcel Energy		
	8201 S Colo Blvd	16.26	
	3800 E Dry Creek	12.23	
	7899 S Colo Blvd	16.37	
	3310 E Dry Creek	<u>14.71</u>	
	Paid Online - 11/10/2021		59.57
Meeting Expense:	Wild Basil		<u>tbd</u>
			<u><u>          </u></u>
		Total	<u><u>\$ 3,553.69</u></u>

**RESOLUTION OF SOUTHERN METROPOLITAN DISTRICT**

**TO ADOPT BUDGET**

**WHEREAS**, the Board of Directors of the Southern Metropolitan District has appointed a budget committee to prepare and submit a proposed 2022 budget to the Board at the proper time; and

**WHEREAS**, such budget committee has submitted a proposed budget to this Board for its consideration; and

**WHEREAS**, upon due and proper notice, published in accordance with the law, said proposed budget was open for inspection by the public at a designated place, and a public hearing was held on November 10, 2021, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

**WHEREAS**, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon District; and

**WHEREAS**, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Southern Metropolitan District:

1. That estimated expenditures for each fund are as follows:

General Fund:	\$596,861
---------------	-----------

2. That estimated revenues are as follows:

General Fund:

From Fund Balance	\$373,626
From sources other than general property tax	\$ 23,500
From the general property tax levy	<u>\$206,639</u>
Total	<u>\$603,765</u>

3. That reserves have been or are hereby established for each appropriate fund or combined as a single reserve fund as set forth in the Budget in order to preserve the spending exemption for reserves under TABOR, and all such reserves shall be transferred or expended within any fund as set forth in the budget.

4. That the budget, as submitted, amended and herein summarized by fund, be, and the same hereby is, approved and adopted as the budget of Southern Metropolitan District for the 2022 fiscal year.

5. That the budget, as hereby approved and adopted, shall be certified by the Treasurer and/or President of District to all appropriate agencies and is made a part of the public records of District.

### **TO SET MILL LEVIES**

**WHEREAS**, the amount of money necessary to balance the budget for general operating expenses is \$206,635; and

**WHEREAS**, the 2021 valuation for assessment for District, as certified by the Arapahoe County Assessor, is \$59,038,663.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Southern Metropolitan District:

1. That for the purposes of meeting all general operating expenses of District during the 2022 budget year, there is hereby levied a tax of 3.500 mills upon each dollar of the total valuation for assessment of all taxable property within District, to raise \$206,635 in revenue.

2. That the Treasurer and/or President of District is hereby authorized and directed to immediately certify to the County Commissioners of Arapahoe County, Colorado, the mill levies for District as hereinabove determined and set.

### **TO APPROPRIATE SUMS OF MONEY**

**WHEREAS**, the Board of Directors of District has made provision therein for revenues in an amount equal to the total proposed expenditures as set forth in said budget; and

**WHEREAS**, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully



set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of District.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Directors of Southern Metropolitan District that the following sums are hereby appropriated from the revenues of each fund, to each fund, for the purposes stated:

General Fund: \$596,861

Adopted this 10<sup>th</sup> day of November, 2021.

SOUTHERN METROPOLITAN DISTI

By  \_\_\_\_\_  
ELDERMAN, CL