

**MINUTES OF THE SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF  
THE LAKES METROPOLITAN DISTRICT NO. 2**

**HELD NOVEMBER 14, 2018**

The special meeting of the Board of Directors of The Lakes Metropolitan District No. 2 (referred to hereafter as “Board”) was convened on Wednesday, November 14, 2018 at 10:00 a.m., at Anythink Brighton Library, 327 E. Bridge Street, Brighton, CO 80601. The meeting was open to the public.

**ATTENDANCE**

Directors in Attendance were:

Michael A. Richardson  
Paula J. Lindamood  
Erika L. Volling

Excused Absentee: Florine T. Richardson

Also in Attendance was:

William Ankele, Esq., White Bear Ankele Tanaka & Waldron, P.C.

**CALL TO ORDER**

Director Richardson noted that a quorum of the Board was present and called the special meeting of the Board of Directors to order. Director Richardson designated Mr. Ankele as the chairperson of the meeting.

**DISCLOSURE OF  
POTENTIAL  
CONFLICTS OF  
INTEREST &  
ESTABLISH  
QUORUM**

Attorney Ankele noted that disclosures of potential conflict of interest statements for each of the Directors were filed with the Secretary of State by the District General Counsel, White Bear Ankele Tanaka & Waldron, P.C., seventy-two hours in advance of the meeting. Attorney Ankele requested that the Directors consider whether they had any additional conflicts of interest to disclose. Attorney Ankele noted for the record that there were no new disclosures made by the Directors present at the meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting and in accordance with the statutes. Additionally, the Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

**ADMINISTRATIVE  
MATTERS**

Agenda: Director Volling distributed for the Board’s review and approval an Agenda for the District’s special meeting. The following changes were made: Add: Insurance Matter - 2019 Insurance renewal; Corrections: Meeting time changed to 10:00am (vs. 9:30am); Item 7.b removal of the word joint from the 2019 Administrative Matters Resolution and Item 7.f replace the word Maintenance with Management (First Amendment to Management Agreement).

Following discussion, upon motion duly made, seconded and, upon vote unanimously carried, the Agenda was approved, as modified.

December 11, 2017 Special Meeting Minutes: The Board reviewed the Minutes of the December 11, 2017 Special Meeting. Following discussion, upon motion duly made, seconded and, upon vote, unanimously carried, the Minutes of the December 11, 2017 Special Meeting were approved.

Public Comment: None.

## RECORD OF PROCEEDINGS

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### FINANCIAL MATTERS

**Financial Statements / Approval of Claims:** The Board discussed the Financial Statements through October 31, 2018. 2018 claims through October 31, 2018 were \$48,532.17. Upon motion duly made, seconded and unanimously carried, the Board determined to approve the financials and ratify the payments reflected in same.

**Public Hearing on 2019 Budget:** Director Richardson then opened the public hearing to consider the District's proposed 2019 Budget for the District No. 2 and discussed related issues. It was noted that posting of a Notice stating that the Board would consider adoption of the 2019 Budget, and the date, time and place of the public hearing was made in the appropriate locations within the District. No written objections were received prior to the public hearing. There being no public present, the public hearing was closed.

The Board discussed the proposed 2019 expenditures. Since the District would likely qualify for an Exemption from Financial Audit, the monies in the General Fund Budget Auditing category will be removed. Additional General Fund monies will be added to Legal and Contingency categories in the amount of \$2,250 each. Following review and discussion, upon a motion made, seconded and upon vote unanimously carried, the Board adopted the 2019 Budget Resolution. The District directed District General Counsel and District Manager to file all required documentation with the appropriate agencies.

**Public Hearing on Amended 2018 Capital Budget:** Director Richardson then opened the public hearing to consider the District's proposed 2018 Amended Budget for the District No. 2 and discussed related issues. It was noted that posting of a Notice stating that the Board would consider adoption of the 2018 Amended Budget, and the date, time and place of the public hearing was made in the appropriate locations within the District. No written objections were received prior to the public hearing. There being no public present, the public hearing was closed.

The Board discussed the proposed 2018 Budget Amendment to the Capital Fund. No monies were originally budgeted in the 2018 Capital Fund; however, due to an overage/return of fees to District No. 2 (originally funded by Lakes Metro District No. 1) relating to the 2017 Bond issuance, that amount was returned back to Lakes Metro District No. 1 from District No. 2 creating the need for a 2018 Capital Fund Budget Amendment. Following review and discussion, upon a motion made, seconded and upon vote unanimously carried, the Board adopted the Resolution to Amend the 2018 Budget. The District directed District General Counsel and District Manager to file all required documentation with the appropriate agencies.

**Financial Audit 2017:** The Board ratified the 2017 Financial Audit prepared by Schilling & Company, Inc.

### LEGAL MATTERS

**2017 Annual Report:** The Board ratified the 2017 Annual Report filed with the City of Brighton.

**2019 Annual Administrative Resolution:** Mr. Ankele presented the Board with the 2019 Annual Administrative Resolution for consideration. After review and

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upon motion duly made, seconded and unanimously carried, the Board determined to approve the 2019 Annual Administrative Resolution.

**Amended and Restated Public Records Request Policy:** Mr. Ankele presented the Board with the Amended and Restated Public Records Request Policy for consideration. After review and upon motion duly made, seconded and unanimously carried, the Board determined to approve the Amended and Restated Public Records Request Policy.

**Engagement Letter with White Bear Ankele Tanaka & Waldron:** Mr. Ankele presented the Board with the Engagement Letter for legal services from White Bear Ankele Tanaka & Waldron for consideration. After review and upon motion duly made, seconded and unanimously carried, the Board determined to approve the Engagement Letter from White Bear Ankele Tanaka & Waldron.

**Resolution Adopting Colorado Special District Records Retention Schedule:** The Board discussed the Resolution Adopting Colorado Special District Records Retention Schedule for the District. After review and upon motion duly made, seconded and unanimously carried, the Board determined to approve the Resolution Adopting Colorado Special District Records Retention Schedule.

**First Amendment to Management Agreement:** The Board discussed the First Amendment to Management Agreement with Vintage Homes and Land, LLC. A change to the monthly fee to \$400.00 was discussed. After review and upon motion duly made, seconded and unanimously carried, the Board determined to approve the First Amendment to Management Agreement as amended.

### OTHER BUSINESS

**2019 Insurance Renewal for District No. 2:** Director Volling presented the Board with a proposal from the Colorado Special Districts Property and Liability Pool ("Pool") in the amount of \$2,084.42 along with an agency fee from T Charles Wilson of \$495.00. The District must remain a member of the Special District Association ("SDA") in order to be eligible for Pool coverage.

After review and upon motion duly made, seconded and unanimously carried, the Board determined to approve the renewal of property and liability coverage with the Pool; engaging T. Charles Wilson as its insurance specialist; and renewal of the SDA membership.

**Next Regular Meeting:** The next Regular Meeting is scheduled for June 5, 2019 at 7:30 p.m. at the Anythink Brighton Library, 327 E. Bridge Street, Brighton, CO 80601.

### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned.

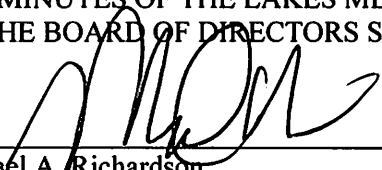
Respectfully submitted,

By: Erika Volling  
Secretary for Meeting

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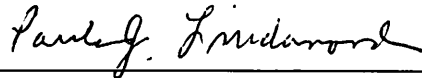
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THESE MINUTES APPROVED AS THE OFFICIAL NOVEMBER 14,  
2018 MINUTES OF THE LAKES METROPOLITAN DISTRICT NO. 2  
BY THE BOARD OF DIRECTORS SIGNING BELOW:

  
\_\_\_\_\_  
Michael A. Richardson

  
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Erika L. Volling

\_\_\_\_\_  
Florine Richardson

  
\_\_\_\_\_  
Paula J. Lindamood