

MINUTES OF A JOINT SPECIAL MEETING OF THE
BOARDS OF DIRECTORS

OF

GATEWAY TO FREDERICK METROPOLITAN DISTRICT
NOS. 1-6

Held: Thursday, October 31, 2019 at 2:00 P.M., at 2154 East
Commons Avenue, Suite 2000, Centennial, Colorado.

ATTENDANCE

The meeting was held in accordance with the laws of the State of
Colorado. The following directors were in attendance:

Kent P. Nelson
Carol Coburn

Also present were: Jennifer Gruber Tanaka, Esq., WHITE BEAR
ANKELE TANAKA & WALDRON, District general counsel; Georgia
Harland, Simmons & Wheeler, District Accountant; and Tracy
Schmitt.

**ADMINISTRATIVE
MATTERS**

Call to Order

The meeting was called to order.

Declaration of Quorum and
Confirmation of Director
Qualifications

Ms. Tanaka noted that a quorum for each of the Boards of District
Nos. 1, 2, 3, 4, 5 and 6 were present and that the directors had
confirmed their qualification to serve.

Combined Meetings

The Districts are meeting in a combined Board meeting. Unless
otherwise noted below, the matters set forth below shall be
deemed to be the actions of the Gateway to Frederick
Metropolitan District Nos. 1, 2, 3, 4, 5 and 6, collectively.

Reaffirmation of Disclosures
of Potential or Existing
Conflicts of Interest

Ms. Tanaka advised the Boards that, pursuant to Colorado law,
certain disclosures might be required prior to taking official
action at the meeting. Ms. Tanaka reported that disclosures for
those directors with potential or existing conflicts of interest were
filed with the Secretary of State's Office and the Boards at least
72 hours prior to the meeting, in accordance with Colorado law,
and those disclosures were acknowledged by the Boards. Ms.
Tanaka noted that a quorum was present and inquired into
whether members of the Boards had any additional disclosures of
potential or existing conflicts of interest with regard to any
matters scheduled for discussion at the meeting. No additional

disclosures were noted. The Boards determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

Excusal of Absence

The Boards noted the absence of Mr. D. Nelson. Upon motion of Ms. Coburn, seconded by Mr. K. Nelson, the Boards unanimously excused his absence.

Agenda

Ms. Tanaka presented the Boards with the agenda for the meeting. Upon motion of Ms. Coburn, seconded by Mr. K. Nelson, the Boards unanimously approved the agenda as presented.

PUBLIC COMMENT

None.

CONSENT AGENDA

The Boards were presented with the consent agenda items. Upon motion of Ms. Coburn, seconded by Mr. K. Nelson, the Boards unanimously took the following actions:

- a. Approved the Minutes from the October 24, 2018 Joint Regular Meeting
- b. Adopted Resolution No. 2019-10-01: Annual Administrative Matters
- c. Adopted Resolution No. 2019-10-02: Calling the May 5, 2020 Elections
- d. Ratified the Payment of Claims (October 24, 2018 – October 24, 2019) (\$11,295.13)
- e. Approved Additional Payment of Claims as of October 24, 2019 (\$961.66)
- f. Accepted the Unaudited Financial Statements as of August 31, 2019 (District Nos. 1-3)

FINANCIAL MATTERS

Public Hearings on 2019 Budget Amendments and Adoption of Resolution Nos. 2019-10-09 (District No. 2) and 2019-10-10 (District No. 3): Amending 2019 Budget

Mr. K. Nelson opened the public hearings on the 2019 budget amendments for District No. 2 and District No. 3. Ms. Tanaka noted that notice of the public hearings was provided in accordance with Colorado law and noted that no written objections were received prior to the hearings. Ms. Harland reviewed the amended budgets with the Boards. There being no public comment, Mr. K. Nelson closed the public hearings.

Upon motion of Mr. K. Nelson, seconded by Ms. Coburn, the Boards of District No. 2 and District No. 3 unanimously adopted Resolution Nos. 2019-10-09 (District No. 2) and 2019-10-10 (District No. 3): Amending 2019 Budget.

Public Hearings on 2020 Budgets and Adoption of Resolution Nos. 2019-10-03 (District No. 1), 2019-10-04 (District No. 2), 2019-10-05 (District No. 3), 2019-10-06 (District No. 4), 2019-10-07 (District No. 5), 2019-10-08 (District No. 6): Adopting Budget, Imposing Mill Levy and Appropriating Funds

Mr. K. Nelson opened the public hearings on the 2020 budgets. Ms. Tanaka noted that notices of the public hearings were provided in accordance with Colorado law and noted that no written objections were received prior to the hearings. Ms. Harland reviewed the draft budgets with the Boards. There being no public comment, Mr. K. Nelson closed the public hearings.

Upon motion of Mr. K. Nelson, seconded by Ms. Coburn, the Boards unanimously approved the budgets and adopted Resolution Nos. 2019-10-03 (District No. 1), 2019-10-04 (District No. 2), 2019-10-05 (District No. 3), 2019-10-06 (District No. 4), 2019-10-07 (District No. 5), 2019-10-08 (District No. 6): Adopting Budget, Imposing Mill Levy and Appropriating Funds.

DIRECTOR MATTERS

Appointment of Director to Boards and Administration of Oaths of Office

Ms. Tanaka noted that there is a vacancy on each of the Boards and noted that Tracy Schmitt, an eligible elector, is interested in being appointed to the Boards.

Upon motion of Ms. Coburn, seconded by Mr. K. Nelson, the Boards unanimously appointed Ms. Schmitt to the Boards. Ms. Schmitt was administered her oaths of office and the Boards directed Ms. Tanaka’s office to file the oaths and certificates of appointment with the District Court and the Division of Local Government.

Election of Offices

Upon motion of Ms. Coburn, seconded by Mr. K. Nelson, the Boards unanimously appointed Ms. Schmitt to the office of Assistant Secretary.

LEGAL MATTERS

HB19-1087 and Meeting Notice Posting Requirements

Ms. Tanaka updated the Boards with regarding to new legislation that became effective as of August 2, 2019, which allows districts to post notices of meetings electronically on a district-dedicated website. Ms. Tanaka noted an option for the hosting for the website, which is free to public entities, is the Statewide Internet Portal Authority (“SIPA”). The Boards determined not to create a website for the Districts at this time.

DEVELOPMENT MATTERS

General Update

Mr. K. Nelson provided an update on the development within the Districts.

OTHER BUSINESS

Next Meeting

The next regular meeting of the Districts is scheduled for October 28, 2020 at 10:00 A.M.

ADJOURNMENT

There being no further business to be conducted, the meeting was adjourned.

The foregoing constitutes a true and correct copy of the minutes for the above-referenced meeting.

carol n coburn

[carol n coburn \(Oct 29, 2020 11:01 MDT\)](#)

Secretary for the Meeting






2019-10-31 Minutes - Gateway to Frederick Nos. 1-6

Final Audit Report

2020-10-29

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-  Document created by Andie Eckstrum (aeckstrum@wbapc.com)
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