

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF JONES METROPOLITAN DISTRICT NO. 1

A special meeting of the Board of Directors of the Jones Metropolitan District No. 1 (the “District”) was held on November 3, 2022, at 11:00 a.m. This District Board meeting was held via Microsoft Teams videoconference and teleconference. The meeting was open to the public.

#### ATTENDANCE

##### Directors in attendance were:

Andrea Ferber  
Jason Mitchell  
James Priestley  
Cary Wicker  
Whitney Skylar

##### Also in attendance were:

Suzanne Meintzer, Esq.; McGeady Becher P.C.  
Denise Denslow, Zachary Leavitt and Cindy Jenkins; CliftonLarsonAllen LLP (“CLA”)  
Brandon Collins; Independent District Engineering Services, LLC (“IDES”)

#### ADMINISTRATIVE MATTERS

**Disclosure of Potential Conflicts of Interest:** Ms. Denslow confirmed the presence of a quorum and called the meeting to order. The Board noted that disclosures of potential conflict of interest statements for each of the Directors were filed with the Secretary of State seventy-two hours in advance of the meeting. Attorney Meintzer requested that the Directors consider whether they had any additional conflicts of interest to disclose. Attorney Meintzer 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 statute.

**Agenda, Meeting Location and Posting of Meeting Notice:** The Board discussed the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District’s Board meetings. Following discussion, upon a motion duly made, seconded and, upon vote, unanimously carried, the Board determined to hold this District Board meeting via videoconference and teleconference. The Board noted that notice of this meeting and the videoconference and teleconference meeting information was duly posted, and the Board had not received any objections to the videoconference and teleconference meeting or any requests that the meeting be changed by taxpaying electors within the District’s boundaries or service area.

Following discussion, upon a motion duly made by Director Wicker, seconded by Director Skylar and, upon vote, unanimously carried, the Board approved the Agenda as amended.

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**Resolution No. 2022-11-01 Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices:**

Following discussion, upon a motion duly made by Director Ferber, seconded by Director Wicker and, upon vote, unanimously carried, the Board determined to keep their regular meetings as the fourth Thursday of every month at 11:00 a.m. to be held virtually, and adopted Resolution No. 2022-11-01 Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

**2023 Insurance and Special District Association Membership:** Following review and discussion, upon a motion duly made by Director Ferber, seconded by Director Skylar and, upon vote, unanimously carried, the Board authorized the renewal of the 2023 insurance and Special District Association membership.

**CliftonLarsonAllen LLP Statements of Work for 2023 Services:** Following review and discussion, upon a motion duly made by Director Ferber, seconded by Director Wicker and, upon vote, unanimously carried, the Board approved the Statements of Work for 2023 services with CliftonLarsonAllen LLP.

**Section 32-1-306, C.R.S. Requirements (Annual Map Filing):** Following discussion, upon a motion duly made by Director Ferber, seconded by Director Priestley and, upon vote, unanimously carried, the Board directed staff to complete the requirements of Section 32-1-306, C.R.S. for compliance.

**Requirements of Section 32-1-306, C.R.S. and Direct Staff Regarding Compliance for 2023 (Annual Map Filing):** The Board directed staff to complete the requirements of Section 32-1-306, C.R.S. for compliance.

**Website Updates:** The Board acknowledged updates to be made to the District website for 2023 transparency requirements.

**CONSENT AGENDA** The Board considered the following item(s) under the Consent Agenda:

- Approval of May 26, 2022 Regular Meeting Minutes.

Upon a motion duly made by Director Ferber, seconded by Director Wicker and, upon vote, unanimously carried, the Board approved the Consent Agenda item.

**FINANCIAL MATTERS**

**Public Hearing on Amendment to 2022 Budget:** The public hearing to consider an amendment to the 2022 Budget was opened at 11:30 a.m.

It was noted that publication of Notice stating that the Board would consider amendment of the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District's service

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area. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Mr. Leavitt reported that an amendment to the 2022 Budget was not necessary.

**Public Hearing on 2023 Budget:** The public hearing was opened at 11:30 a.m. to consider the proposed 2023 Budget and to discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District's service area. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Mr. Leavitt reviewed the proposed 2023 Budget with the Board.

Following review and discussion, upon a motion duly made by Director Ferber, seconded by Director Wicker and, upon vote, the Board adopted Resolution No. 2022-11-02 to Adopt the 2023 Budget and appropriating funds, and adopted Resolution No. 2022-11-03 to Set Mill Levies (20.000 mills in the Debt Service Fund, for a total of 20.000 mills), and authorized the District's Accountant to transmit the Certification of Tax Levies to the Board of County Commissioners of Arapahoe County not later than December 15, 2022 and the Certification of Budget to the Division of Local Government no later than January 31, 2023.

**DLG-70 Certification of Tax Levies Form:** The Board authorized the District Accountant to prepare the DLG-70, Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

**Appointment of Board Member to Sign the DLG-70 Certification of Tax Levies:** Following discussion, upon a motion duly made by Director Wicker, seconded by Director Skylar and, upon vote, unanimously carried, the Board appointed Director Ferber to sign the DLG-70 Certification of Tax Levies form.

**2024 Budget Preparation:** Following discussion, upon a motion duly made by Director Ferber, seconded by Director Skylar and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2024 Budget.

**2022 Audit:** Following discussion, upon a motion duly made by Director Ferber, seconded by Director Mitchell and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare and submit the Application for Exemption from Audit for 2022.

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### CAPITAL PROJECTS MATTERS

**Cost Certification Report Nos. 17-24, Prepared by Independent District Engineering Services, LLC (“IDES”) as Approved by the Jones District Community Authority Board:** The Board acknowledged the Cost Certification Report Nos. 17-24, prepared by IDES and as approved by the Jones District Community Authority Board (the “CAB”).

**Requisition Nos. 21-25 for Payment of Certified Costs from the Project Fund of the CAB’s Special Revenue Convertible Capital Appreciation Bonds, Series 2020A as Approved by the CAB:** The Board acknowledged the Requisition Nos. 21-25 for payment of certified costs from the Project Fund of the CAB’s Special Revenue Convertible Capital Appreciation Bonds, Series 2020A, as approved by the CAB.

### LEGAL MATTERS

**Resolution No. 2022-11-04 Calling Regular Elections for Directors on May 2, 2023:** Attorney Meintzer presented the Resolution to the Board and noted that Directors Mitchell, Priestley and Skylar’s terms are up for election. Following review and discussion, upon a motion duly made by Director Ferber, seconded by Director Wicker and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-11-04 Calling Regular Elections for Directors on May 2, 2023, appointing Catherine V. Will as the Designated Election Official (the “DEO”) and authorizing the DEO to perform all tasks required for the conduct of mail ballot elections.

### OTHER BUSINESS

The Board determined that the Board will next meet as needed.

### ADJOURNMENT

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

The foregoing record constitutes a true and correct copy of the Minutes of the above-referenced meeting.

Respectfully submitted,

DocuSigned by:

*James Priestley*

Secretary for the Meeting

**Certificate Of Completion**

Envelope Id: 2D62F323042C40DAB26F2CB2EDCC18AD	Status: Completed
Subject: Complete with DocuSign: Jones - MINUTES - 03-23-2023 (CAB) & MINUTES - 11-03-2022 (MD1)	
Client Name: Jones District CAB	
Client Number: A173990-OS03-2023	
Source Envelope:	
Document Pages: 19	Signatures: 2
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Cindy Jenkins
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Cindy.Jenkins@claconnect.com
	IP Address: 67.176.12.84

**Record Tracking**

Status: Original	Holder: Cindy Jenkins	Location: DocuSign
4/27/2023 5:15:57 PM	Cindy.Jenkins@claconnect.com	

**Signer Events**

James Priestley  
james.priestley@bruebaukol.com  
Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
04B5A0477B3A465...

Signature Adoption: Pre-selected Style  
Using IP Address: 73.153.93.165

**Timestamp**

Sent: 4/27/2023 5:19:30 PM  
Viewed: 4/27/2023 6:04:11 PM  
Signed: 4/27/2023 6:05:38 PM

**Electronic Record and Signature Disclosure:**  
Accepted: 4/27/2023 6:04:11 PM  
ID: 9f0a2354-ae6e-436c-b86b-5624cecf0b8e

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	4/27/2023 5:19:30 PM
Certified Delivered	Security Checked	4/27/2023 6:04:11 PM
Signing Complete	Security Checked	4/27/2023 6:05:38 PM
Completed	Security Checked	4/27/2023 6:05:38 PM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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