

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
E-470 POTOMAC METROPOLITAN DISTRICT  
HELD  
NOVEMBER 28, 2017**

A regular meeting of the Board of Directors of the E-470 Potomac Metropolitan District was held on Tuesday, November 28, 2017 at 12:00 p.m. at 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111.

**Attendance**

In attendance were Directors:

Michael P. Vickers, President  
Tom List, Vice-President/Secretary/Treasurer  
Gary Wiseman, Asst. Secretary/Treasurer  
Keith Shaddox, Asst. Secretary/Treasurer

Also in attendance were:

Bob Blodgett and Janece Soendker; CliftonLarsonAllen LLP  
Rick Kron; Spencer Fane, LLP  
David Strauss, Strauss Building Services  
Russ Burrows; Calibre Engineering

**Call to Order**

President Vickers called the meeting to order at 12:00 p.m.

**Disclosures of  
Potential Conflicts  
Of Interest**

The Board disclosed possible conflicts of interest. No additions were reported.

**Discuss Board  
Vacancies**

No report.

**CONSENT AGENDA**

**IV. Administrative Matters**

- A. Review and Approve Minutes of the May 30, 2017 Regular Meeting
- B. Approve District Insurance and Renewal of same; Approve Renewal of SDA Membership
- C. Approve Transparency Notice and Mode of Eligible Elector Notification for 2018 (post on SDA website)
- D. Review and Approve 2018 Annual Administrative Resolution
- E. Financial Matters

1. Approve October Claims Totaling \$5,402.73
  2. Ratify Prior Claims Totaling \$8,631.39
- F. Information Items

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board approved the Consent Agenda as presented.

## **DISCUSSION AGENDA**

### **V. Financial Matters**

#### **A. Review and Approve June 30, 2017 Financial Statements**

Ms. Soendker reviewed the June 30, 2017 Financial Statements with the Board. After review, upon a motion by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board approved the June 30, 2017 Financial Statements.

#### **B. CTF Projects Update**

No report.

#### **C. Review Dove Ridge HOA Request**

After review and discussion, upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved a not-to-exceed amount of \$7,700 for the Dove Ridge HOA request. The Board directed management to inform the Dove Ridge HOA.

### **VI. Manager's Report**

#### **A. Conduct Public Hearing to Consider Amending the 2017 Budget; Consider Adoption of Resolution to Amend 2017 Budget**

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board opened the public hearing at 12:06 p.m. There were no public comments.

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board closed the public hearing at 12:07 p.m.

Ms. Soendker reviewed the 2017 budget amendment with the Board. After discussion, upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board approved the amendment to the 2017 budget and adopted the Resolution to Amend the 2017 Budget.

- B. Conduct Public Hearing to Consider Adoption of 2018 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Adoption of Resolution to Adopt 2018 Budget, Appropriate Expenditures and Certify Mill Levies

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board opened the public hearing at 12:08 p.m. There were no public comments.

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board closed the public hearing at 12:09 p.m.

Ms. Soendker reviewed the 2018 budget with the Board. After discussion, upon a motion duly made by Director List, seconded by Director Wiseman, and upon vote, unanimously carried, the Board adopted the 2018 budget and approved the Resolution to Adopt the 2018 Budget and Appropriate Expenditures and Certify Mill Levies.

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the resolution authorizing the Gallagher adjustment to the 2018 mill levy.

- C. Website Update

No report.

- D. Referrals

Previously reviewed.

## VII. Attorney Items

- A. Consider Approval of Resolution Concerning Regular Election to be Held May 8, 2018

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote unanimously carried, the Board approved the Resolution Concerning Regular Election to be Held May 8, 2018.

- B. Discuss Possible Dissolution of District

This item will be placed on the May 2018 Agenda.

VIII. Other Items

A. Confirm Quorum for May 22, 2018 Meeting

A quorum was confirmed for the May 22, 2018 regular meeting at 12:00 noon at CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111.

B. Other

Director Shaddox asked that a "Motor Vehicles Prohibited" sign be placed at the wash out area near the mailboxes. Mr. Strauss will do so.

IX. Adjournment

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board adjourned the meeting at 12:33 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "AL Bluff", with a long horizontal flourish extending to the right.

Secretary for the Meeting