

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE FRANKTOWN BUSINESS AREA METROPOLITAN DISTRICT HELD NOVEMBER 14, 2019

A regular meeting of the Board of Directors of the Franktown Business Area Metropolitan District was held on November 14, 2019 at 10:00 a.m. at the offices of Community Resource Services, 7995 E. Prentice Ave., Suite 103E, Greenwood Village, CO 80111. The meeting was open to the public.

### ATTENDANCE:

In attendance were Directors:

Christopher Erskine  
Russell Berget  
Pat Arfsten

Absent were Directors Chris Leever and Rick Zimmerman whose absences were excused.

Also in attendance were:

Wayne Monson, District Manager; Community Resource Services of Colorado, LLC

### CALL TO ORDER

Director Erskine called the meeting to order.

### AGENDA

The Agenda was presented and approved as posted.

### PUBLIC COMMENT

None presented.

### MEETING MINUTES

Approval of Meeting Minutes: The Board reviewed the minutes of the November 8, 2018 regular Board meeting. After review, upon a motion duly made by Director Berget and seconded by Director Arfsten, the Board approved the minutes as presented.

### RESIGNATION OF DIRECTOR

Director Erskine presented his resignation from the Board effective December 31, 2019. The Board accepted the resignation and expressed their appreciation for his many years of service to the District.

### FINANCIAL MATTERS

Cash Position and Financial Statement

The Board reviewed the Cash Position Statement and Statement of Revenue and Expenditures dated October 31, 2019 presented for

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approval. Upon a motion duly made by Director Arfsten and seconded by Director Berget, the Board accepted the Cash Position and Financial Statement as presented.

## Approve/Ratify Claims

The Board reviewed the claims paid subsequent to the last meeting of the Board and current claims consisting of checks 1616 and 1617. Upon a motion duly made by Director Berget and seconded by Director Erskine, the Board approved and ratified the payment of claims.

## **PUBLIC HEARING REGARDING THE 2020 BUDGET:**

President Erskine opened the Public Hearing on the 2020 Budget for the District. Mr. Monson reported that the proper publication had been made to allow the Board to conduct the public hearing. Mr. Monson presented a draft budget for consideration by the Board. President Erskine asked if there was any public comment on the proposed budget. There being no public comment the public hearing was closed. The Board discussed the proposed budget. Upon a motion duly made by Director Berget and seconded by Director Arfsten, the Board adopted the 2020 Budget, imposing a 25 mill levy and a 15 mill temporary mill levy reduction for a net 10 mill levy, and appropriated expenditures of \$124,471 as shown in the adopted 2021 budget.

## **2020 ANNUAL ADMINISTRATIVE RESOLUTION**

Mr. Monson presented the Annual Administrative Resolution for consideration by the Board. The resolution identifies various activities to be accomplished and assigns them to appropriate consultants of the District. The resolution also elects officers of the Board and engages consultants to the District. Following discussion, upon a motion by Director Erskine and a second by Director Berget the resolution was adopted and presented and included the following items:

### Election of Officers

Russell Berget; President and Chairman  
Patricia Arfsten; Vice President, Secretary and Treasurer  
Chris Leever; Assistant Secretary  
Rick Zimmerman; Assistant Secretary  
Vacant

### Regular Meeting Schedule

Regular meetings are scheduled for the 2<sup>nd</sup> Thursday of each month at 10:00 a.m. at the offices of Community Resource Services, 7995 E. Prentice Ave., Suite 103E, Greenwood Village, CO 80111.

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**ELECTION  
RESOLUTION**

The Board considered a Resolution calling an election for May 5, 2020, appointing a Designated Election Official and providing for the cancellation of the election if there are no more candidates than positions to be filled.

**DISTRICT  
ACTIVITY:**

The Board discussed current activities regarding development proposals within the District.

**ADJOURNMENT:**

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

Respectfully submitted,

  
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Secretary for the Meeting