

RECORD OF PROCEEDINGS

MINUTES OF THE ORGANIZATIONAL MEETING OF COLUMBINE HEIGHTS METROPOLITAN DISTRICT

HELD
February 13, 2024

The Organizational Meeting of Columbine Heights Metropolitan District was held via MS Teams and Teleconference on Tuesday, February 13, 2024, at 2:00 p.m.

ATTENDANCE

Directors in Attendance:

Harvey Deutsch
Jill Knuckles
Bob Quinette
Michael Blumenthal

Also in Attendance:

Alan Pogue; Icenogle Seaver Pogue, P.C.
Shannon Randazzo, Shannon McEvoy, Irene Buenavista, Michael Garcia, and Andrew Kunkel; Pinnacle Consulting Group, Inc.
Carrie Bernstein, Alderman Bernstein

ADMINISTRATIVE ITEMS

Call to Order: The Organizational Meeting of the Board of Directors of the Columbine Heights Metropolitan District was called to order by Ms. Randazzo at 2:04 p.m.

Declaration of Quorum/Director Qualifications/Disclosure of Potential Conflicts of Interest: Mr. Pogue noted that a quorum was present, with four out of four Directors in attendance. All Board Members confirmed their qualifications to serve on the Board. Mr. Pogue noted that notices of potential conflicts of interest for all Board Members were filed with the Colorado Secretary of State's office and with the District's Board. Mr. Pogue advised the Board that pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking official action at a meeting. The Board reviewed the agenda for the meeting, following which each Board Member present confirmed the contents of the written disclosures previously made stating the fact and summary nature of any matters as required under Colorado law to permit official action to be taken at the meeting. Additionally, the Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

RECORD OF PROCEEDINGS

Approval of Agenda: The Board considered the approval of the agenda. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as amended to move Legal Items A and G to follow Administrative Items.

Location of Meeting & Posting of Meeting Notice: Ms. Randazzo confirmed the Location of the Meeting and the Posting of the Meeting Notice with the Board.

Public Comment: There were no Public Comments received.

Duties of Board, President, Secretary, & Treasurer, & Election of Officers: Mr. Pogue discussed the Duties of the Board of Directors and the Election of Officers with the Board. Following review and discussion, upon a motion duly made by Director Blumenthal, seconded by Director Deutsch, and upon vote, unanimously carried, it was

RESOLVED to approve the slate of officers as noted below.

Michael Blumenthal, President
Bob Quinette, Secretary & Treasurer
Harvey Deutsch, Assistant Secretary
Jill Knuckles, Assistant Secretary

Governmental Immunity Memo: Mr. Pogue discussed the Governmental Immunity Memo with the Board.

Resolution Providing for the Defense and Indemnification of Directors and Employees of the District: Mr. Pogue presented the Resolution Providing for the Defense and Indemnification of Directors and Employees of the District to the Board and answered questions. Following review and discussion, upon a motion duly made by Director Blumenthal, seconded by Director Deutsch, and upon vote, unanimously carried, it was

RESOLVED to approve the Resolution Providing for the Defense and Indemnification of Directors and Employees of the District, as presented.

Insurance Requirements (public officials' liability, general liability, directors and officers liability, and workers' compensation) and Resolution to obtain coverage through the Colorado Special Districts

RECORD OF PROCEEDINGS

Property and Liability Pool: Ms. Randazzo discussed the Insurance Requirements (public officials' liability, general liability, directors and officers liability, and workers' compensation) and the Resolution to obtain coverage through the Colorado Special Districts Property and Liability Pool with the Board and answered questions. Following review and discussion, upon a motion duly made by Director Blumenthal, seconded by Director Deutsch, and upon vote, unanimously carried, it was

RESOLVED to approve the Resolution to obtain coverage through the Colorado Special Districts Property and Liability Pool, as presented.

Engagement of a District Manager, Accountant, and Project Administrator: Mr. Pogue discussed the Engagement of a District Manager, Accountant, and Project Administrator with the Board. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to engage Pinnacle Consulting Group, Inc. as District Manager, Accountant, and Project Administrator.

Engagement of Icenogle Seaver Pogue, P.C. as General Counsel for the District: Mr. Pogue discussed the Engagement of Icenogle Seaver Pogue, P.C. as General Counsel for the District with the Board. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to engage Icenogle Seaver Pogue, P.C. as General Counsel for the District.

Special District Association: Mr. Pogue discussed joining the Special District Association with the Board. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to approve joining the Special District Association.

District Website: Mr. Pogue discussed establishing a District Website with the Board. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RECORD OF PROCEEDINGS

RESOLVED to approve the establishment of a District Website.

District Manager and Icenogle Seaver Pogue, P.C. Websites: Mr. Pogue requested consent for Columbine Heights Metropolitan District to be listed on the websites of the District Manager and Icenogle Seaver Pogue, P.C. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to approve the listing of Columbine Heights Metropolitan District on the websites of the District Manager and Icenogle Seaver Pogue, P.C.

LEGAL ITEMS

Engagement of Alderman Bernstein as Special Counsel for the District: Ms. Bernstein discussed the engagement of Alderman Bernstein with the Board and answered questions. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to engage Alderman Bernstein as Special Counsel for the District, as presented.

Resolution of Necessity to Acquire Real Property Interests: Mr. Pogue presented the Resolution of Necessity to Acquire Real Property Interests to the Board and answered questions. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to approve the Resolution of Necessity to Acquire Real Property Interests, as presented.

FINANCIAL ITEMS

Execution of Form SS-4 Application for Employer Identification Number; (2) Application for Sales Tax Exemption for Colorado Organizations; and (3) Application by Official Custodian for Assignment of PDPA Number for Public Funds Deposited in Banks: Ms. Buenavista discussed the Execution of Form SS-4 Application for Employer Identification Number; (2) Application for Sales Tax Exemption for Colorado Organizations; and (3) Application by Official Custodian for Assignment of PDPA Number for Public Funds Deposited in Banks with the Board. Following review and discussion, upon a motion duly made by Director Blumenthal, seconded by Director Deutsch, and upon vote, unanimously carried, it was

RECORD OF PROCEEDINGS

RESOLVED to approve the Execution of Form SS-4 Application for Employer Identification Number; (2) Application for Sales Tax Exemption for Colorado Organizations; and (3) Application by Official Custodian for Assignment of PDPA Number for Public Funds Deposited in Banks, as presented.

2023
BUDGET HEARING

Ms. Randazzo opened the 2023 Budget Hearing for Columbine Heights Metropolitan District. Ms. Buenavista reported that notice of the budget hearing was published on February 10, 2024, in the Longmont Times-Call, in accordance with state budget law. Ms. Buenavista reviewed the estimated revenues and expenditures in detail and answered questions. The budgets for the District are as follows:

District No. 1
General Fund: \$5,000.00
Capital Projects Fund: \$0.00

There being no public input, the public portion of the budget hearing was closed. After further review and discussion, upon a motion duly made by Director Blumenthal seconded by Director Deutsch, and upon vote, unanimously carried, it was

RESOLVED to approve the Resolution to Adopt the 2023 Budgets for Columbine Heights Metropolitan District and appropriate budgeted funds, and approve all other documents related to the 2023 budgets. The District Manager is authorized to make minor modifications that may be necessary.

2024
BUDGET HEARING

Ms. Randazzo opened the 2024 Budget Hearing for Columbine Heights Metropolitan District. Ms. Buenavista reported that notice of the budget hearing was published on February 10, 2024, in the Longmont Times-Call, in accordance with state budget law. Ms. Buenavista reviewed the estimated revenues and expenditures in detail and answered questions. The budgets for the District are as follows:

District No. 1
General Fund: \$50,000.00
Capital Projects Fund: \$75,000.00

There being no public input, the public portion of the budget hearing was closed. After further review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RECORD OF PROCEEDINGS

RESOLVED to approve the Resolution to Adopt the 2024 Budgets for Columbine Heights Metropolitan District and appropriate budgeted funds, and approve all other documents related to the 2024 budgets. The District Manager is authorized to make minor modifications that may be necessary.

FINANCIAL
ITEMS CONTINUED

Establishment of District Bank Accounts: Ms. Buenavista discussed establishing District Bank Accounts with the Board and answered questions. It was the direction of the Board for Pinnacle Consulting Group, Inc. to take the necessary steps to open a District Checking Account with FirstBank Holding Company and to appoint Director Blumenthal, and Director Quinette as authorized signors.

LEGAL ITEMS CONT.

Organizational Matters Resolution, including Director Fees: Mr. Pogue presented the Organizational Matters Resolution, including Director Fees to the Board. Following review and discussion, upon a motion duly made by Director Blumenthal, seconded by Director Deutsch, and upon vote, unanimously carried, it was

RESOLVED to approve the Organizational Matters Resolution, as amended to remove payments for Director Fees.

2024 Meeting Resolution Establishing Regular Meeting Dates, Times, and Location, and Designating Locations for Posting of 24-Hour Notices: Mr. Pogue presented the 2024 Meeting Resolution Establishing Regular Meeting Dates, Times, and Location, and Designating Locations for Posting of 24-Hour Notices to the Board. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to approve the 2024 Meeting Resolution Establishing Regular Meeting Dates, Times, and Location, and Designating Locations for Posting of 24-Hour Notices, as presented.

Resolution Adopting a Public Records Policy Regarding the Inspection, Retention and Disposal of Public Records: Mr. Pogue presented the Resolution Adopting a Public Records Policy Regarding the Inspection, Retention and Disposal of Public Records to the Board. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RECORD OF PROCEEDINGS

RESOLVED to approve the Resolution Adopting a Public Records Policy Regarding the Inspection, Retention and Disposal of Public Records, as presented.

Resolution Approving Data Protection Policy for Protecting and Destroying Customer Information Maintained by the District: Mr. Pogue presented the Resolution Approving Data Protection Policy for Protecting and Destroying Customer Information Maintained by the District to the Board. Following review and discussion, upon a motion duly made by Director Blumenthal, seconded by Director Deutsch, and upon vote, unanimously carried, it was

RESOLVED to approve the Resolution Approving Data Protection Policy for Protecting and Destroying Customer Information Maintained by the District, as presented.

District Investment Policy: Mr. Pogue presented the District Investment Policy to the Board. Following review and discussion, upon a motion duly made by Director Blumenthal, seconded by Director Deutsch, and upon vote, unanimously carried, it was

RESOLVED to approve the District Investment Policy, as presented.

Intergovernmental Agreement between the Town of Frederick, Colorado, and the Columbine Heights Metropolitan District: Mr. Pogue presented the Intergovernmental Agreement between the Town of Frederick Colorado, and the Columbine Heights Metropolitan District to the Board and answered questions. Following review and discussion, upon a motion duly made by Director Blumenthal, seconded by Director Deutsch, and upon vote, unanimously carried, it was

RESOLVED to approve the Intergovernmental Agreement between the Town of Frederick, Colorado, and the Columbine Heights Metropolitan District, as presented.

Funding and Reimbursement Agreement with Columbine Heights, LLC, and authorization of the issuance of a Subordinate Note for operating costs: Mr. Pogue presented the Funding and Reimbursement Agreement with Columbine Heights, LLC, and authorization of the issuance of a Subordinate Note for operating costs to the Board and answered questions. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RECORD OF PROCEEDINGS

RESOLVED to approve the Funding and Reimbursement Agreement with Columbine Heights, LLC, and authorization of the issuance of a Subordinate Note for operating costs, as presented.

Improvement Acquisition Advance and Reimbursement Agreement with Columbine Heights, LLC, and authorization of issuance of a Subordinate Note for organizational costs and capital expenses: Mr. Pogue presented the Improvement Acquisition Advance and Reimbursement Agreement with Columbine Heights, LLC, and authorization of issuance of a Subordinate Note for organizational costs and capital expenses to the Board. Following review and discussion, upon a motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon vote, unanimously carried, it was

RESOLVED to approve the Improvement Acquisition Advance and Reimbursement Agreement with Columbine Heights, LLC, and authorization of issuance of a Subordinate Note for organizational costs and capital expenses, as presented.

OTHER
MATTERS

There were no Other Matters to come before the Board.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Deutsch, seconded by Director Blumenthal, and upon unanimous vote, the meeting was adjourned at 3:00 p.m.

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

Respectfully submitted,



Andrew Kunkel, Recording Secretary for the Meeting