

**MINUTES OF THE SPECIAL MEETING OF THE BOARD  
OF DIRECTORS OF THE**

**4-WAY RANCH METROPOLITAN DISTRICT NO. 1**

Held: Thursday, November 10, 2022, at 5:30 p.m., by  
videoconference due to COVID-19 requirements.

**ATTENDENCE:**

The meeting of the Board of Directors of the 4-Way Ranch Metropolitan District No. 1 was called and held in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance:

Mark Belles  
David Learn  
Barry Bortner  
Gaye Belles

Absent was Director Kevin Campbell, whose absence was excused.

Also present were:

Dawn Schilling, CPA  
Sue Blair, District Manager  
Paul Rufien, Esq., Rufien Law  
Brian Matise, Esq., Burg Simpson Eldredge Hersh &  
Jardine, P.C.

**CALL TO ORDER:**

President Belles noted that a quorum of the Board was present and called the meeting of the Board of Directors of the 4-Way Ranch Metropolitan District No. 1 to order at 5:35 pm.

Board members confirmed that there were no conflicts of interest other than those previously disclosed.

Director Belles motioned to approve the agenda as presented. Upon second by Director Bortner, vote was taken, and motion carried unanimously.

**EXECUTIVE SESSION:**

Executive Session Pursuant to Section 24-6-402(4)(e) Regarding Legal Advice on Outstanding Invoices and Legal Advice on Specific Legal Questions. President Belles moved to open the executive session. Upon second by Director Learn, vote was taken, and carried unanimously, and the executive session was opened. Mr. Rufien stated that the items discussed in executive session was attorney client privileged and therefore it would not be recorded.

^^

- PUBLIC COMMENT: There were none.
- MINUTES Consider Approval of Minutes from May 11, June 9, and September 30, 2022: President Belles moved to approve the minutes as presented. Upon second by Director Bortner, vote was taken, and motion carried unanimously.
- FINANCIAL ITEMS: Consider Approval of the Payment of Claims: Ms. Schilling presented the claims. She noted and requested approval to pay claims. They will be paid electronically once the directors authorize the payments. After discussion President Belles moved to authorize payment of the claims presented. Upon a second by Director Bortner, vote was taken, and motion carried unanimously.
- Consider Approval of the Financial Statements for the Period Ended September 30, 2022: Ms. Schilling presented and reviewed the financials. The bills are recorded on the account ledger. The 2022 budget will need to be amended. Farmer Bank and has been cleared out as of end of October. The District's B Bonds have been written off. President Belles moved to accept the financials dated September 30, 2022. Upon a second by Director Bortner, vote was taken, and motion carried unanimously.
- PUBLIC HEARINGS: Conduct Public Hearing to Adopt 2023 Budget:  
Adoption of 2023 Budget/Certify Mill Levy/Appropriate 2023 Expenditures: President Belles moved to open the public hearing on the District's 2023 budget. There being no public present to comment on the proposed budget, the public hearing was closed.
- Ms. Schilling presented the 2023 budget. President Belles moved to approve the 2023 budget as presented, appropriate 2023 expenditures, and set the mill levies. Upon second by Director Bortner, motion carried.
- AMEND 2022 BUDGET: President Belles moved to open the public hearing to amend the District's 2022 budget. There being no public present to comment on the proposed budget, the public hearing was closed. President Belles moved to approve the 2022 budget amendment as presented. Upon second by Director Bortner, vote was taken and motion carried.
- MANAGER'S ITEMS: Consider Approval of 2023 Administrative Resolution: Ms. Blair presented and reviewed the 2023 administrative resolution. President Belles moved to approve the 2023 administrative resolution as presented. Upon second by Director Bortner, vote was taken, and motion carried unanimously.
- Consider Approval of 2023 Election Resolution: Ms. Blair reviewed the 2023 election and noted this authorizes her to serve as the

^^

District's DEO and explained the process. President Belles moved to approve the 2023 election resolution. Upon second by Director Bortner, vote was taken, and motion carried unanimously.

Engagement with Schilling & Co. For Accounting: Ms. Schilling noted that her hourly rate will increase from \$130/hour to \$140/hour and that the increase was accounted for in the 2023 budget. This is an annual engagement letter. President Belles moved to approve the engagement letter with Schilling & Co for 2023. Upon second by Director Bortner, vote was taken, and motion carried unanimously.

Engagement with Paul Rufien for General Counsel: The original engagement letter states it rolls over year to year. It has been noted that the engagement with Paul Rufien will stand.

Engagement with Community Resource Services of Colorado for Management: The original engagement letter states the contract will automatically renew annually, unless terminated by either party. It was noted that the engagement with Community Resource Services will stand.

Update on FAMLI ACT: Ms. Blair reviewed the FAMLI Act requirements. Since the District does not have any employees, it doesn't need to file anything with the Division of Local Affairs. No action is needed by the Board.

OTHER BUSINESS:

Engagement Letter with Logan & Associates: Ms. Schilling reviewed the engagement letter with Logan & Associates to prepare the District's 2022 audit. After discussion, President Belles moved to approve the engagement letter with Logan & Association, not to exceed \$4,700 for the 2022 Audit. Upon second by Director Bortner, vote was taken, and motion carried unanimously.

Director Learn motioned to approve a sub-committee of two members to consult with Brian Matisse on legal matters. Director Learn moved to approve Mark Belles and Barry Bortner as the two-person committee. Upon second by Director Bortner, vote was taken, and motion carried unanimously.

ADJOURNMENT:

There being no further business to come before the Board, it was moved by President Belles, seconded by Director Bortner, and unanimously carried that the meeting be adjourned.



---

Secretary for the Meeting