

MINUTES OF A SPECIAL MEETING OF THE BOARD OF
DIRECTORS

OF

CUCHARS RANCH METROPOLITAN DISTRICT

Held: Monday, July 27, 2020, at 3:00 P.M.

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders, issued by the Colorado Department of Health and Environment (CDPHE), and the threat posed by the COVID-19 coronavirus, the meeting was held via teleconference.

ATTENDANCE

The meeting was held in accordance with the laws of the State of Colorado. The following directors were in attendance:

Brandy Brown
Judy Granczewski

Also present were: Jennifer Gruber Tanaka, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; and Neil Schilling, Schilling & Co., District Accountant.

**ADMINISTRATIVE
MATTERS**

Call to Order

The meeting was called to order.

Declaration of Quorum and
Confirmation of Director
Qualifications

Ms. Tanaka noted that a quorum for the Board was present and that the directors had confirmed their qualification to serve.

Reaffirmation of Disclosures
of Potential or Existing
Conflicts of Interest

Ms. Tanaka advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Tanaka reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Tanaka noted that a quorum was present and inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda Ms. Tanaka presented the Board with the proposed agenda for the meeting. Upon motion of Ms. Granczewski, seconded by Ms. Brown, the Board unanimously approved the agenda as presented.

PUBLIC COMMENT None.

CONSENT AGENDA The Board was presented with the consent agenda items. Upon motion of Ms. Brown, seconded by Ms. Granczewski, the Board unanimously took the following actions:

- a. Approved the Minutes from the November 4, 2019, Regular Meeting
- b. Adopted Resolution No. 2020-07-01: Resolution Declaring Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings
- c. Adopted Resolution No. 2020-07-02: Adopting Public Records Request Policy
- d. Adopted Resolution No. 2020-07-03: Resolution Establishing an Electronic Signature Policy
- e. Ratified the Payment of Claims as of July 27, 2020 (\$562,427.50)
- f. Accepted the Unaudited Financial Statements as of June 30, 2020

FINANCIAL MATTERS

Public Hearing on the Second 2019 Budget Amendment and Consider Adoption of Resolution No. 2020-07-04 Ms. Brown opened the public hearing on the second 2019 budget amendment. Ms. Tanaka noted that notice of the public hearing was provided in accordance with Colorado law. Ms. Tanaka noted that no objections were received prior to the hearing. Mr. Schilling reviewed the second 2019 budget amendment with the Board. There being no public comment, Ms. Brown closed the public hearing.

Upon motion of Ms. Granczewski, seconded by Ms. Brown, the Board unanimously approved the second 2019 budget amendment and adopted Resolution No. 2019-11-04: Amending 2019 Budget.

2019 Audit and Approval of Client Representation Letter Mr. Schilling reviewed the 2019 audit with the Board and noted that the auditor is prepared to issue an unmodified opinion, which is the best opinion that can be given.

Upon motion of Ms. Brown, seconded by Ms. Granczewski, the Board unanimously accepted the 2019 audit and authorized the execution of the client representation letter.

LEGAL MATTERS

None.

OTHER BUSINESS

Next Meeting Date

The next special meeting is scheduled for November 16, 2020 at 3:00 P.M.

ADJOURNMENT

There being no further business to come before the Board, upon motion, second and unanimous vote, the meeting was adjourned.

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



Judy Ganczewski (Dec 8, 2020 17:37 MST)

Secretary for the Meeting









2020-11-16 Execution Packet (Cuchares Ranch)

Final Audit Report

2020-12-09

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By:	Andie Eckstrum (aeckstrum@wbapc.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAABUQrpX5WctfezpHNHZQf6W49ZwADOW

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