

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF BELLEVIEW STATION METROPOLITAN DISTRICT NOS. 1 & 2

HELD  
November 13, 2023

The Regular Meeting of Belleview Station Metropolitan District No. 1 and No. 2 was held via MS Teams and Teleconference on Monday, November 13, 2023, at 2:00 p.m.

### ATTENDANCE

#### Directors in Attendance:

Robert E. Warren, Jr., President  
Louis P. Bansbach III, Vice President  
Robert E. Warren III, Assistant Secretary & Assistant Treasurer  
Louis P. Bansbach IV, Assistant Secretary & Assistant Treasurer

#### Directors Absent, but Excused:

Brooke Maloy, Secretary & Treasurer

#### Also in Attendance:

Dianne Miller; Miller Law PLLC  
Kenny Parrish, Tracie Kaminski, Andrew Kunkel, and Brendan Campbell; Pinnacle Consulting Group, Inc.  
Jarvie Worcester, Luci Rosner, Lisa Maestas, Daniel Pittenger, Miranda Corral; Members of the Public

### ADMINISTRATIVE ITEMS

Call to Order: The Regular Meeting of the Boards of Directors (collectively, the “Boards”) of the Belleview Station Metropolitan District No. 1 and No. 2 (collectively, the “District”) was called to order by Director Warren, Jr. at 2:02 p.m.

Declaration of Quorum/Director Qualifications/Disclosure of Potential Conflicts of Interest: Director Warren, Jr. noted that a quorum was present, with four out of five Directors in attendance. All Board Members confirmed their qualifications to serve on the Board. The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted by Ms. Miller that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the

# RECORD OF PROCEEDINGS

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meeting. Mr. Parrish confirmed that the notice of the meeting was duly posted.

Approval of Agenda: The Boards considered the approval of the agenda. Following review and discussion, upon a motion duly made by Director Warren, Jr., seconded by Director Bansbach III, and upon vote, unanimously carried, it was

**RESOLVED** to approve the agenda, as presented.

Public Comment: There were no Public Comments received.

Director Comment: Director Warren, Jr. requested District No. 1 and District No. 2 utilize separate agendas for future board meetings. Director Warren, Jr., and Director Bansbach III requested board meeting packets be submitted to the Board of Directors one week in advance of future board meetings.

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## CONSENT AGENDA

Director Warren, Jr. reviewed the items on the consent agenda with the Boards. Director Warren, Jr. advised the Boards that any item may be removed from the consent agenda to the regular agenda upon the request of any Director. Director Warren, Jr. requested items H, I, and J be removed from the Consent Agenda. Upon a motion duly made by Director Warren, Jr., Seconded by Director Bansbach IV, the following items on the consent agenda were approved with the exception of items H, I, and J.

- A. Approval of Minutes – August 14, 2023, Regular Meeting.
- B. Ratification of Payment of Claims.
- C. Ratify approval of Addendum to Service Agreement between the District and OnePro Contracting LLC, dated 8/9/23.
- D. Ratify approval of Addendum to Service Agreement between the District and DMPS for protective services, dated 8/9/23.
- E. Ratify approval of First Amendment to License Agreement Regarding Events at 4825 South Newport St between the District and BVS Hospitality, LLC., executed 8/8/22.
- F. Ratify approval of Addendum to Service Agreement between the District and Explore Communications, dated 8/9/22.

## RECORD OF PROCEEDINGS

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- G. Ratify approval of Consultant/Vendor Services Agreement Belleview Station between the District, Belleview Station Public Improvement Company, Belleview Station Master Property Owners Association, Inc., and TBW Enterprises LLC (dba Gum Pop Presents), dated 4/5/23.
- H. Consider adoption of 2024 Annual Administrative Matters Resolution.
- I. Discuss and consider approval of 2024 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or T. Charles Wilson Risk Management and authorize membership in the Special District Association.
- J. Consider adoption of Resolution Waiving Workers' Compensation Insurance for 2024, Exclusion of Uncompensated Public Officials.
- K. Authorize updates to the website to meet the new legislation deadline of January 1, 2024.
- L. Consider approval and/or ratification of annual service agreements:
  - 1. Ratify Amendment to Snow Removal Services Contract with Snow Management Services, LLC for 2022-2023 season.
  - 2. Ratify Addendum to Service Agreement with Colorado Christmas Lights for holiday lighting effective September 14, 2022.
  - 3. Ratify Addendum to Service Agreement with Colorado Christmas Lights for holiday lighting effective September 8, 2023.
  - 4. Ratify Addendum to Service Agreement with Prall Marketing, LLC effective as of August 12, 2022.
  - 5. Ratify Addendum to Service Agreement with Suter Media Relations LLC effective as of August 9, 2022.

2024 Annual Administrative Matters Resolution: Director Warren, Jr. presented the 2024 Annual Administrative Matters Resolution to the Board. Following review and discussion, upon a motion duly made by Director Warren, Jr., seconded by Director Warren III, and upon vote, unanimously carried, it was

**RESOLVED** to approve the 2024 Annual Administrative Matters Resolution, as presented.

## RECORD OF PROCEEDINGS

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2024 Insurance Renewal, adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or T. Charles Wilson Risk Management and authorize membership in the Special District Association: Director Warren, Jr. discussed the 2024 Insurance Renewal, and the adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or T. Charles Wilson Risk Management and authorize membership in the Special District Association with the Board. Following review and discussion, upon a motion duly made by Director Warren, Jr., seconded by Director Warren III, and upon vote, unanimously carried, it was

**RESOLVED** to approve the 2024 Insurance Renewal, adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or T. Charles Wilson Risk Management and authorize membership in the Special District Association, subject to final confirmation and subsequent approval by Director Maloy for District No. 2.

Resolution Waiving Workers' Compensation Insurance for 2024, Exclusion of Uncompensated Public Officials: Director Warren, Jr. discussed the Resolution Waiving Worker's Compensation Insurance for 2024, Exclusion of Uncompensated Public Officials with the Board. Following review and discussion, upon a motion duly made by Director Warren, Jr., seconded by Director Warren III, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Resolution Waiving Worker's Compensation Insurance for 2024, Exclusion of Uncompensated Public Officials, as presented.

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2024  
BUDGET HEARING

Director Warren Jr. opened the 2024 Budget Hearing for Belleview Station Metropolitan District No. 1 and No. 2. Ms. Miller reported that notice of the budget hearing was published on October 26, 2023, in The Denver Post, in accordance with state budget law. Ms. Kaminski reviewed the mill levies, estimated revenues, and expenditures in detail and answered questions. The budgets for the District are as follows:

District No. 1  
General Fund: \$1,310,000  
Capital Projects Fund: \$2,590,000

District No. 2  
General Fund: \$1,440,900

# RECORD OF PROCEEDINGS

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Capital Projects Fund: \$1,825,000  
Debt Service Fund: \$2,328,000

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 Warren, Jr., seconded by Director Bansbach IV, and upon vote, unanimously carried, it was

**RESOLVED** to approve the Resolutions to Adopt the 2024 Budgets for Belleview Station Metropolitan District No. 1 and No. 2, set the mill levies, and appropriate budgeted funds upon final certification of values being received by the County of Denver on or before December 15, 2023, and approve all other documents related to the 2024 budgets. The District Manager is authorized to make minor modifications that may be necessary following receipt of final assessed values.

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DISTRICT MANAGER  
ITEMS

Annual Meeting with District Property Owners SB 23-110: Director Warren, Jr. called the Annual Meeting with District Property Owners to order at 2:27 p.m.

Presentation regarding the status of Public Infrastructure Projects within the District: Director Warren III provided an update on the status of Public Infrastructure Projects within the District.

Review of Unaudited Financial Statements: Ms. Kaminski presented the Unaudited Financial Statements to the Board and answered questions.

Presentation regarding the status of Outstanding Bonds: Ms. Miller provided an update on the status of Outstanding Bonds and answered questions.

Open Floor for Questions: There were no Public Comments received.

Director Warren, Jr. adjourned the Annual Meeting at 2:38 p.m.

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DIRECTOR  
MATTERS

2024 Regular Meeting Schedule: Mr. Parrish confirmed the 2024 Regular Meeting Schedule with the Board. The Board will hold regular meetings on the second Monday of February, May, August, and November at 2:00 p.m., with the Annual Meeting in November.

## RECORD OF PROCEEDINGS

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Confirm Quorum for the next Regular Board Meeting on Monday, February 5<sup>th</sup>, 2024 at 2:00 p.m.: Director Warren, Jr. confirmed the Quorum for the next Regular Board Meeting on Monday, February 12<sup>th</sup>, 2024 at 2:00 p.m.

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### ADJOURNMENT

There being no further business to come before the Boards, the meeting was adjourned at 2:42 p.m.

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

Respectfully submitted,



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Andrew Kunkel, Recording Secretary for the Meeting