

THE LAKES AT CENTERRA METROPOLITAN DISTRICT NOS. 1-3
www.lakesatcenterramd.com

NOTICE OF COORDINATED REGULAR MEETINGS AND AGENDAS

THE LAKES AT CENTERRA METROPOLITAN DISTRICT NO. 1

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expiration</u>
Kim Perry	President & Chairperson	May 2025
Tim DePeder	Vice President/Asst. Secretary	May 2023
Josh Kane	Secretary/Treasurer	May 2025
Abby Kirkbride	Assistant Secretary	May 2023
Samantha Salazar	Assistant Secretary	May 2025

THE LAKES AT CENTERRA METROPOLITAN DISTRICT NO. 2

Gary Dreith	President	May 2023
Josh Kane	Assistant Secretary	May 2025
Todd Carnes	Assistant Secretary	May 2025
Ralph Mathes	Vice President	May 2023
James Laferriere	Secretary/Treasurer	May 2025

THE LAKES AT CENTERRA METROPOLITAN DISTRICT NO. 3

Kim Perry	President & Chairperson	May 2025
Tim DePeder	Vice President/Asst. Secretary	May 2023
Josh Kane	Secretary/Treasurer	May 2025
Abby Kirkbride	Assistant Secretary	May 2023
Karl Sutton	Assistant Secretary	May 2025

DATE: January 26, 2023 (Thursday)

TIME: 1:00 P.M.

PLACE: MS TEAMS

[Click here to join the meeting](#) (Please press the control key and click to access hyperlink)

<https://tinyurl.com/yc8a5kky> (This link can be copied into your web browser)

+1 720-721-3140; Conference ID: 945 756 30# (If joining the meeting by phone)

The Lakes at Centerra Metropolitan District No. 1

- I. ADMINISTRATIVE ITEMS**
 - A. Call to Order.
 - B. Declaration of Quorum/Director disclosure of any potential conflicts of interest.
 - C. Consider Approval of Agenda. **(Pages 1-2)**
 - D. Public Comment. Comments are limited to three (3) minutes per speaker.

- II. CONSENT AGENDA**
 - A. Approval of Minutes – October 27, 2022, Regular Meeting Minutes. **(Pages 4-7)**
 - B. Ratification of Claims Presented for Payment. **(Pages 8-16)**
 - C. Ratification of Contract Modifications. **(Pages 17-18)**

- III. CAPITAL INFRASTRUCTURE ITEMS**
 - A. District Capital Infrastructure Report and Project Manager Update. **(Pages 19-21)**
 - B. Capital Fund Summary Review. **(Pages 22-23)**
 - C. Lakes Explorer Park (CFS #7)
 - i. Consider Approval of Work Order 2023-01 with MRES for District Project Management Services (\$106,139.77). **(Page 24)**

- IV. FINANCIAL ITEMS**
 - A. Finance Manager’s Report. **(Pages 25-26)**

- V. LEGAL ITEMS**

- VI. DISTRICT MANAGER ITEMS**
 - A. Operations and Maintenance Report. **(Page 27)**

- VII. ITEMS FROM DIRECTORS**

- VIII. OTHER MATTERS**

- IX. EXECUTIVE SESSION**, pursuant to Colorado Open Meeting Law §24-6-402(4)(b) to consult with or receive advice from attorney regarding specific legal items, if necessary.

- X. ADJOURNMENT**

The Lakes at Centerra Metropolitan District No. 2

- I. ADMINISTRATIVE ITEMS**
 - A. Call to Order.
 - B. Declaration of Quorum/Director disclosure of any potential conflicts of interest.
 - C. Consider Approval of Agenda. **(Pages 2-3)**
 - D. Approval of Minutes – October 27, 2022, Regular Meeting Minutes. **(Pages 28-31)**
 - E. Public Comment. Comments are limited to three (3) minutes per speaker.

- II. FINANCIAL ITEMS**
 - A. Finance Manager’s Report.
- III. LEGAL ITEMS**
 - A. Discussion Regarding 2023 Election. **(Pages 32-38)**
 - B. Discussion Regarding District Consolidation Options. **(Pages 39-49)**
- IV. ITEMS FROM DIRECTORS**
- V. OTHER MATTERS**
- VI. EXECUTIVE SESSION**, pursuant to Colorado Open Meeting Law §24-6-402(4)(b) to consult with or receive advice from attorney regarding specific legal items, if necessary.
- VII. ADJOURNMENT**

The Lakes at Centerra Metropolitan District No. 3

- I. ADMINISTRATIVE ITEMS**
 - A. Call to Order.
 - B. Declaration of Quorum/Director disclosure of any potential conflicts of interest.
 - C. Consider Approval of Agenda. **(Page 3)**
 - D. Approval of Minutes – October 27, 2022, Regular Meeting Minutes. **(Pages 50-53)**
 - E. Public Comment. Comments are limited to three (3) minutes per speaker.
- II. FINANCIAL ITEMS**
 - A. Finance Manager’s Report.
- III. LEGAL ITEMS**
- IV. ITEMS FROM DIRECTORS**
- V. OTHER MATTERS**
- VI. EXECUTIVE SESSION**, pursuant to Colorado Open Meeting Law §24-6-402(4)(b) to consult with or receive advice from attorney regarding specific legal items, if necessary.
- VII. ADJOURNMENT**

***The next Regular Meeting is scheduled for
 April 27, 2023***

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF

THE LAKES AT CENTERRA METROPOLITAN DISTRICT NO. 1

HELD

October 27, 2022

The Board of Directors of The Lakes at Centerra Metropolitan District No. 1 held a Regular meeting, open to the public, via MS Teams on Thursday, October 27, 2022 at 12:00 p.m.

ATTENDANCE

Directors in Attendance:

Kim Perry, President & Chairperson
 Tim DePeder, Vice President/Asst. Secretary
 Josh Kane, Secretary/Treasurer
 Abby Kirkbride, Asst. Secretary
 Samantha Salazar, Asst. Secretary

Also in Attendance:

Alan Pogue; Icenogle Seaver Pogue, P.C.
 Brendan Campbell, Irene Buenavista, Andrew Kunkel, Jennifer Ondracek, Kirsten Starman, Dillon Gamber, Nic Ortiz, and Bryan Newby; Pinnacle Consulting Group, Inc.
 Jim Niemczyk, Jeff Breidenbach, and Griffin Barlow; McWhinney
 Gary Dreith, Todd Carnes, Ralph Mathes, James Laferriere, and Karl Sutton; Members of the Public

CALL TO ORDER

The Regular Meeting of the Board of Directors of The Lakes at Centerra Metropolitan District No. 1 was called to order at 12:52 p.m. by Director Perry, noting that a quorum was present for the Board. Each of the Directors confirmed their qualifications to serve on the Board. Mr. Kunkel confirmed that prior to the meeting each of the Directors had been notified of the meeting.

CONFLICTS OF
INTEREST
DISCLOSURE

Mr. Pogue noted that notices of potential conflicts of interest for Board Members employed by McWhinney Real Estate Services, Inc., were filed with the Colorado Secretary of State's Office, disclosing that potential conflicts of interest may exist, as some Board Members are employees of McWhinney Real Estate Services, Inc. which is associated with the primary landowner and developer of land within the District. Mr. Pogue advised the Board that pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking

RECORD OF PROCEEDINGS

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.

AGENDA

The Board considered the agenda. Upon motion duly made by Director Kirkbride, seconded by Director Salazar and, upon vote, it was unanimously

RESOLVED to approve the agenda, as presented.

PUBLIC COMMENT

There were no comments made by members of the public.

CONSENT AGENDA

The Board considered the following consent agenda items:

- A. April 14, 2022, Special Meeting Minutes, July 28, 2022 Regular Meeting Minutes, and October 10, 2022 Special Meeting Minutes.
- B. Ratification of Claims Presented for Payment.
- C. Ratification of Contract Modifications.

Upon motion duly made by Director Kirkbride, seconded by Director Salazar and, upon vote, it was unanimously

RESOLVED to approve the consent agenda items, as presented.

CAPITAL INFRASTRUCTURE ITEMS

Capital Infrastructure Report: Ms. Starman presented the Capital Infrastructure Report to the Board and answered questions.

District Project Manager Update: Ms. Starman presented the District Project Manager Update to the Board and answered questions.

Capital Fund Summary Review: Ms. Starman reviewed the Capital Fund Summary with the Board and answered questions.

FINANCIAL ITEMS

Finance Managers Report: Ms. Buenavista reviewed the Finance Manager's Report with the Board and answered questions.

RECORD OF PROCEEDINGS

2023 Budget Hearing: Director Perry opened the 2023 Budget Hearing to the public. Mr. Kunkel reported that notice of the hearing had been published on October 7, 2022, in accordance with state budget law. No written objections or public comments were received prior to the public hearing. The Board reviewed the 2023 budgets, which detailed estimated revenues and expenditures.

District No. 1:
 Mill levy: 0.000 mills.
 General Fund Expenditures: \$424,850
 Capital Projects Fund Expenditures: \$2,568,886

There being no public input, the public hearing portion of the budget was closed. Following further review and discussion, upon motion duly made by Director Kane, seconded by Director Salazar and, upon vote, it was unanimously

RESOLVED to approve the Resolution for the 2023 Budget for Lakes at Centerra Metropolitan District No. 1, and approve all other documents related to the 2023 budgets. The District Manager and/or Accountant is authorized to make minor modifications that may be necessary following receipt of final assessed values and file the necessary documents with the state and county regarding the approval of the final budgets.

2022 Audit: Ms. Buenavista discussed engaging John Cutler & Associates, LLC to perform the 2022 audit with the Board. Upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to engage John Cutler & Associates, LLC to perform the 2022 audit at an amount not to exceed \$6,000.

LEGAL ITEMS

2023 Annual Administrative Matters Resolution: Mr. Pogue reviewed the 2023 Annual Administrative Matters Resolution with the Board and answered questions. Upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve the 2023 Annual Administrative Matters Resolution, as presented.

2023 Election Resolution: Mr. Pogue reviewed the 2023 Election Resolution with the Board and answered questions. Upon motion duly

RECORD OF PROCEEDINGS

made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve the 2023 Election Resolution, as presented.

2023 Meeting Resolution: Mr. Pogue reviewed the 2023 Meeting Resolution with the Board and answered questions. Upon motion duly made by Director Kane, seconded by Director DePeder and, upon vote, it was unanimously

RESOLVED to approve the 2023 Meeting Resolution, as presented.

DISTRICT MANAGER ITEMS District Manager’s Report: Mr. Kunkel provided the District Manager’s Report to the Board and answered questions.

DIRECTORS ITEMS There were no items from the Directors to be presented.

OTHER ITEMS There were no other items to be presented.

ADJOURNMENT There being no further items to bring before the Board, the meeting was adjourned at 1:02 p.m.

Respectfully submitted,

Bryan Newby
Recording Secretary for the Meeting

The Lakes at Centerra Metropolitan District
Check Detail

October 21, 2022 through December 27, 2022

Type	Num	Date	Name	Account	Paid Amount
Paycheck		11/23/2022	Abby Kirkbride	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				6560 · Payroll Expenses	3.40
				2100 · Payroll Liabilities	3.40
				2110 · Direct Deposit Liabilities	92.35
					<u>222.10</u>
Paycheck		11/23/2022	Gary Dreith	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	92.35
					<u>215.30</u>
Paycheck		11/23/2022	James Laferriere	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				6560 · Payroll Expenses	1.20
				2100 · Payroll Liabilities	1.20
				6560 · Payroll Expenses	3.40
				2100 · Payroll Liabilities	3.40
				2110 · Direct Deposit Liabilities	92.35
					<u>224.50</u>

**The Lakes at Centerra Metropolitan District
Check Detail**

October 21, 2022 through December 27, 2022

Type	Num	Date	Name	Account	Paid Amount
Paycheck		11/23/2022	Joshua Kane	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30
Paycheck		11/23/2022	Karl Sutton	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				6560 · Payroll Expenses	1.20
				2100 · Payroll Liabilities	1.20
6560 · Payroll Expenses	3.40				
2100 · Payroll Liabilities	3.40				
2110 · Direct Deposit Liabilities	<u>92.35</u>				
	224.50				
Paycheck		11/23/2022	Kim L Perry	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30
Paycheck		11/23/2022	Samantha Salazar	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				6560 · Payroll Expenses	3.40
				2100 · Payroll Liabilities	3.40
2110 · Direct Deposit Liabilities	<u>92.35</u>				
	222.10				

**The Lakes at Centerra Metropolitan District
Check Detail**

10

October 21, 2022 through December 27, 2022

Type	Num	Date	Name	Account	Paid Amount
Paycheck		11/23/2022	Timothy G DePeder	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30
Paycheck		11/23/2022	Todd Carnes	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				6560 · Payroll Expenses	1.20
				2100 · Payroll Liabilities	1.20
				6560 · Payroll Expenses	3.40
				2100 · Payroll Liabilities	3.40
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					224.50
Paycheck		11/23/2022	Ralph Mathes	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30
Bill Pmt -Check		12/21/2022	City of Loveland	1-11010 · Checking, First Bank	
					0.00
Paycheck	ACH	11/03/2022	Abby Kirkbride	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30

**The Lakes at Centerra Metropolitan District
Check Detail**

11

October 21, 2022 through December 27, 2022

Type	Num	Date	Name	Account	Paid Amount
Paycheck	ACH	11/03/2022	Joshua Kane	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30
Paycheck	ACH	11/03/2022	Kim L Perry	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30
Paycheck	ACH	11/03/2022	Samantha Salazar	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30
Paycheck	ACH	11/03/2022	Timothy G DePeder	1-11010 · Checking, First Bank	
				1-51030 · Director Fees	100.00
				6560 · Payroll Expenses	6.20
				2100 · Payroll Liabilities	6.20
				2100 · Payroll Liabilities	6.20
				6560 · Payroll Expenses	1.45
				2100 · Payroll Liabilities	1.45
				2100 · Payroll Liabilities	1.45
				2110 · Direct Deposit Liabilities	<u>92.35</u>
					215.30
Bill Pmt -Check	ACH	11/30/2022	City of Loveland	1-11010 · Checking, First Bank	
Bill	0188028-52003 10.22	10/31/2022		1-51120 · Office & Other	<u>138.35</u>
					138.35
Bill Pmt -Check	Bill.com	10/25/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23169	08/31/2022		3-51040 · Capital-General District Mgmt	<u>1,820.00</u>
					1,820.00

The Lakes at Centerra Metropolitan District
Check Detail
 October 21, 2022 through December 27, 2022

12

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	10/25/2022	Ramey Environmental Compliance Inc	1072 · Bill.com Money Out Clearing	
Bill	24256	08/31/2022		3-55541 · Project Direct	6,112.58
					<u>6,112.58</u>
Bill Pmt -Check	Bill.com	10/25/2022	DTJ Design, Inc.	1072 · Bill.com Money Out Clearing	
Bill	64546	08/31/2022		3-55564 · Engineering	3,707.10
					<u>3,707.10</u>
Bill Pmt -Check	Bill.com	10/25/2022	CMS Environmental Solutions, LLC	1072 · Bill.com Money Out Clearing	
Bill	139479	08/31/2022		3-55541 · Project Direct	395.00
					<u>395.00</u>
Bill Pmt -Check	Bill.com	10/25/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23172	08/31/2022		3-55543 · Project Administration	700.00
					<u>700.00</u>
Bill Pmt -Check	Bill.com	10/25/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23170	08/31/2022		3-55563 · Project Administration	2,205.00
					<u>2,205.00</u>
Bill Pmt -Check	Bill.com	10/25/2022	Ramey Environmental Compliance Inc	1072 · Bill.com Money Out Clearing	
Bill	24040	08/31/2022		3-55541 · Project Direct	1,809.22
					<u>1,809.22</u>
Bill Pmt -Check	Bill.com	10/25/2022	CDPHE	1072 · Bill.com Money Out Clearing	
Bill	WC231126890	08/31/2022		3-55545 · Permits, Fees and Other	350.00
					<u>350.00</u>
Bill Pmt -Check	Bill.com	10/26/2022	High Plains Environmental Center	1072 · Bill.com Money Out Clearing	
Bill	2415	08/31/2022		3-55541 · Project Direct	4,836.85
					<u>4,836.85</u>
Bill Pmt -Check	Bill.com	10/26/2022	High Plains Environmental Center	1072 · Bill.com Money Out Clearing	
Bill	2416	08/31/2022		3-55511 · Project Direct	6,333.39
					<u>6,333.39</u>
Bill Pmt -Check	Bill.com	10/28/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23406	09/30/2022		1-51040 · District Management	6,543.31
				1-51000 · Accounting	4,268.32
				1-51120 · Office & Other	79.97
					<u>10,891.60</u>
Bill Pmt -Check	Bill.com	11/01/2022	Icenogle Seaver Pogue, P.C	1072 · Bill.com Money Out Clearing	
Bill	22348	09/30/2022		1-51110 · Legal	484.50
					<u>484.50</u>

The Lakes at Centerra Metropolitan District
Check Detail
October 21, 2022 through December 27, 2022

13

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	11/01/2022	GreenEarth Midwest LLC	1072 · Bill.com Money Out Clearing	
Bill	87894	09/30/2022		1-52703 · Lakes O&M	522.50
					<u>522.50</u>
Bill Pmt -Check	Bill.com	11/01/2022	John Cutler & Associates	1072 · Bill.com Money Out Clearing	
Bill	2021 Final Audit 2	09/30/2022		1-51010 · Audit	1,500.00
					<u>1,500.00</u>
Bill Pmt -Check	Bill.com	11/01/2022	Zoom Aerial Photography, LLC	1072 · Bill.com Money Out Clearing	
Bill	22-7750	03/23/2022		2-23110 · Due to/from Lakes #2- DS	1,987.50
					<u>1,987.50</u>
Bill Pmt -Check	Bill.com	11/01/2022	John Cutler & Associates	1072 · Bill.com Money Out Clearing	
Bill	2021 Final Audit	09/30/2022		1-51010 · Audit	1,500.00
					<u>1,500.00</u>
Bill Pmt -Check	Bill.com	11/29/2022	CO Special Districts Property & Liab Pool	1072 · Bill.com Money Out Clearing	
Bill	23PL-60359-2125	10/31/2022		1-12000 · Prepaid Expenses	5,622.00
					<u>5,622.00</u>
Bill Pmt -Check	Bill.com	11/29/2022	Prairie Mountain Media	1072 · Bill.com Money Out Clearing	
Bill	0000328007	10/31/2022		1-51120 · Office & Other	29.87
					<u>29.87</u>
Bill Pmt -Check	Bill.com	11/29/2022	City of Loveland	1072 · Bill.com Money Out Clearing	
Bill	0188028-052003 10.22	10/31/2022		1-51120 · Office & Other	138.35
					<u>138.35</u>
Bill Pmt -Check	Bill.com	11/29/2022	SWPPP Colorado, LLC	1072 · Bill.com Money Out Clearing	
Bill	6522	10/31/2022		1-52403 · Storm Structure Maintenance	130.00
					<u>130.00</u>
Bill Pmt -Check	Bill.com	11/29/2022	Icenogle Seaver Pogue, P.C	1072 · Bill.com Money Out Clearing	
Bill	22450	10/31/2022		1-51110 · Legal	5,018.00
					<u>5,018.00</u>
Bill Pmt -Check	Bill.com	11/29/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23555	10/31/2022		1-51040 · District Management	6,543.31
				1-51000 · Accounting	4,268.32
				1-51120 · Office & Other	6.82
					<u>10,818.45</u>
Bill Pmt -Check	Bill.com	11/29/2022	Ramey Environmental Compliance Inc	1072 · Bill.com Money Out Clearing	
Bill	24733	10/31/2022		1-52403 · Storm Structure Maintenance	500.00
					<u>500.00</u>

**The Lakes at Centerra Metropolitan District
Check Detail**

14

October 21, 2022 through December 27, 2022

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	12/09/2022	King Surveyors	1072 · Bill.com Money Out Clearing	
Bill	418139	10/31/2022		3-55544 · Engineering	375.00
					<u>375.00</u>
Bill Pmt -Check	Bill.com	12/09/2022	King Surveyors	1072 · Bill.com Money Out Clearing	
Bill	417771	08/31/2022		3-55514 · Engineering	735.00
					<u>735.00</u>
Bill Pmt -Check	Bill.com	12/23/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23473	10/31/2022		3-55563 · Project Administration	2,730.00
					<u>2,730.00</u>
Bill Pmt -Check	Bill.com	12/23/2022	Icenogle Seaver Pogue, P.C	1072 · Bill.com Money Out Clearing	
Bill	22684	11/30/2022		1-51110 · Legal	82.00
				1-51050 · Elections	4.60
					<u>86.60</u>
Bill Pmt -Check	Bill.com	12/23/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23707	11/30/2022		1-51040 · District Management	6,543.38
				1-51000 · Accounting	4,268.36
				1-51120 · Office & Other	6.25
					<u>10,817.99</u>
Bill Pmt -Check	Bill.com	12/23/2022	DTJ Design, Inc.	1072 · Bill.com Money Out Clearing	
Bill	65017	09/30/2022		3-55564 · Engineering	1,365.63
					<u>1,365.63</u>
Bill Pmt -Check	Bill.com	12/23/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23474	10/31/2022		3-55543 · Project Administration	1,260.00
					<u>1,260.00</u>
Bill Pmt -Check	Bill.com	12/23/2022	Waterwise	1072 · Bill.com Money Out Clearing	
Bill	05-722-3061	10/31/2022		3-55511 · Project Direct	18,750.00
					<u>18,750.00</u>
Bill Pmt -Check	Bill.com	12/23/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23472	10/31/2022		3-51040 · Capital-General District Mgmt	1,890.00
					<u>1,890.00</u>
Bill Pmt -Check	Bill.com	12/23/2022	Coyote Ridge Construction, LLC	1072 · Bill.com Money Out Clearing	
Bill	306	10/31/2022		3-55531 · Project Direct	10,235.00
					<u>10,235.00</u>
Bill Pmt -Check	Bill.com	12/23/2022	CMS Environmental Solutions, LLC	1072 · Bill.com Money Out Clearing	
Bill	140829	09/30/2022		3-55541 · Project Direct	395.00
					<u>395.00</u>

The Lakes at Centerra Metropolitan District
Check Detail
October 21, 2022 through December 27, 2022

15

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	12/27/2022	CWC Consulting Group LLC	1072 · Bill.com Money Out Clearing	
Bill	Inv3024	09/30/2022		3-55564 · Engineering	8,686.00
					<u>8,686.00</u>
Bill Pmt -Check	Bill.com	12/27/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23322	09/30/2022		3-55543 · Project Administration	1,050.00
					<u>1,050.00</u>
Bill Pmt -Check	Bill.com	12/27/2022	McWhinney Real Estate Services, Inc.	1072 · Bill.com Money Out Clearing	
Bill	350316	09/30/2022		3-51070 · Capital-General Master Planning	78.50
					<u>78.50</u>
Bill Pmt -Check	Bill.com	12/27/2022	High Plains Environmental Center	1072 · Bill.com Money Out Clearing	
Bill	2417	08/31/2022		3-55531 · Project Direct	1,276.90
					<u>1,276.90</u>
Bill Pmt -Check	Bill.com	12/27/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23318	09/30/2022		3-51040 · Capital-General District Mgmt	1,715.00
					<u>1,715.00</u>
Bill Pmt -Check	Bill.com	12/27/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23319	09/30/2022		3-55563 · Project Administration	1,330.00
					<u>1,330.00</u>
Bill Pmt -Check	Bill.com	12/27/2022	SWPPP Colorado, LLC	1072 · Bill.com Money Out Clearing	
Bill	6490	09/30/2022		3-55541 · Project Direct	1,190.00
					<u>1,190.00</u>
Bill Pmt -Check	Bill.com	12/27/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23171	08/31/2022		3-55513 · Project Administration	1,085.00
					<u>1,085.00</u>
Bill Pmt -Check	Bill.com	12/27/2022	Ramey Environmental Compliance Inc	1072 · Bill.com Money Out Clearing	
Bill	24575	08/31/2022		3-55541 · Project Direct	556.50
					<u>556.50</u>
Bill Pmt -Check	Bill.com	12/27/2022	CMS Environmental Solutions, LLC	1072 · Bill.com Money Out Clearing	
Bill	142280	10/31/2022		3-55541 · Project Direct	395.00
					<u>395.00</u>
Bill Pmt -Check	Bill.com	12/27/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23321	09/30/2022		3-55533 · Project Administration	1,260.00
					<u>1,260.00</u>
Bill Pmt -Check	Bill.com	12/27/2022	Pinnacle Consulting Group, Inc.	1072 · Bill.com Money Out Clearing	
Bill	23320	09/30/2022		3-55513 · Project Administration	1,190.00
					<u>1,190.00</u>

**The Lakes at Centerra Metropolitan District
Check Detail**

October 21, 2022 through December 27, 2022

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	12/27/2022	DTJ Design, Inc.	1072 · Bill.com Money Out Clearing	
Bill	64806	09/30/2022		3-55564 · Engineering	17,678.70
					<u>17,678.70</u>
Liability Check	E-pay	10/25/2022	Internal Revenue Service	1-11010 · Checking, First Bank	
				2100 · Payroll Liabilities	124.00
				2100 · Payroll Liabilities	124.00
				2100 · Payroll Liabilities	29.00
				2100 · Payroll Liabilities	29.00
					<u>306.00</u>
TOTAL					<u>157,258.78</u>

Contract Modifications for Board Ratification

17

The Lakes at Centerra Metropolitan District No. 1

Lakes - General Capital (LAKES-CAP)

<i>Contractor:</i> High Plains Environmental Center	<i>Modification Date:</i> 9 /30/2022	<i>Modification Amount:</i> \$2,875.00	<i>Contract #:</i> Cnt-00706
<i>Modification Description:</i> WO 2022-01	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 10/21/2022	
<i>Modification Scope:</i> Land Reclamation Manager Consulting Services		<i>Contractor Signed Date:</i> 	

LAKES-Explorer Park (LAKES-EP)

<i>Contractor:</i> Kumar & Associates, Inc.	<i>Modification Date:</i> 12/15/2022	<i>Modification Amount:</i> \$16,085.00	<i>Contract #:</i> Cnt-00622
<i>Modification Description:</i> WO 2022-01	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 12/19/2022	
<i>Modification Scope:</i> Construction Materials Testing and Observation Services		<i>Contractor Signed Date:</i> 12/20/2022	

Lakes O&M (LAKES-OM)

<i>Contractor:</i> SWPPP Colorado, LLC	<i>Modification Date:</i> 1 /1 /2023	<i>Modification Amount:</i> \$8,000.00	<i>Contract #:</i> Cnt-00601
<i>Modification Description:</i> WO 2023-01	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 1 /13/2023	
<i>Modification Scope:</i> Storm Structure Maintenance and Reporting Services		<i>Contractor Signed Date:</i> 1 /16/2023	

Lakes Residential Phase 7 (LAKES-RESPH7)

<i>Contractor:</i> Waterwise Land and Waterscapes, Inc.	<i>Modification Date:</i> 11/29/2022	<i>Modification Amount:</i> \$2,307.00	<i>Contract #:</i> Cnt-00968
<i>Modification Description:</i> Change Order #11	<i>Payment Method:</i> Unit Price	<i>District Signed Date:</i> 12/2 /2022	
<i>Modification Scope:</i> Irrigation Repairs, Replace Four Cottonwood Trees, and Regrading at Native Area		<i>Contractor Signed Date:</i> 	

Lakes Residential Phase 8 (LAKES-RESPH8)

<i>Contractor:</i> Coyote Ridge Construction, LLC	<i>Modification Date:</i> 11/14/2022	<i>Modification Amount:</i> \$10,235.00	<i>Contract #:</i> Cnt-00996
<i>Modification Description:</i> Change Order #7	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 11/22/2022	
<i>Modification Scope:</i> Concrete Repairs to Curb, Gutter and Ramps Throughout Lakes at Centerra			<i>Contractor Signed Date:</i>

To: The Lakes at Centerra Metropolitan District Board of Directors
From: Pinnacle Consulting Group, Inc.
Subject: District Capital Infrastructure Project Report
Board Meeting Date: January 26, 2023

CONSTRUCTION

1. Explorer Park [CFS #7]
 - This project consists of public landscaping and park improvements located off Trapper Lake Drive and Booth Falls Drive.
 - The explorer park plans have been approved by the City of Loveland and a pre-construction meeting with the City of Loveland is being scheduled. Construction will commence upon completion of pre-construction meeting.

WARRANTY

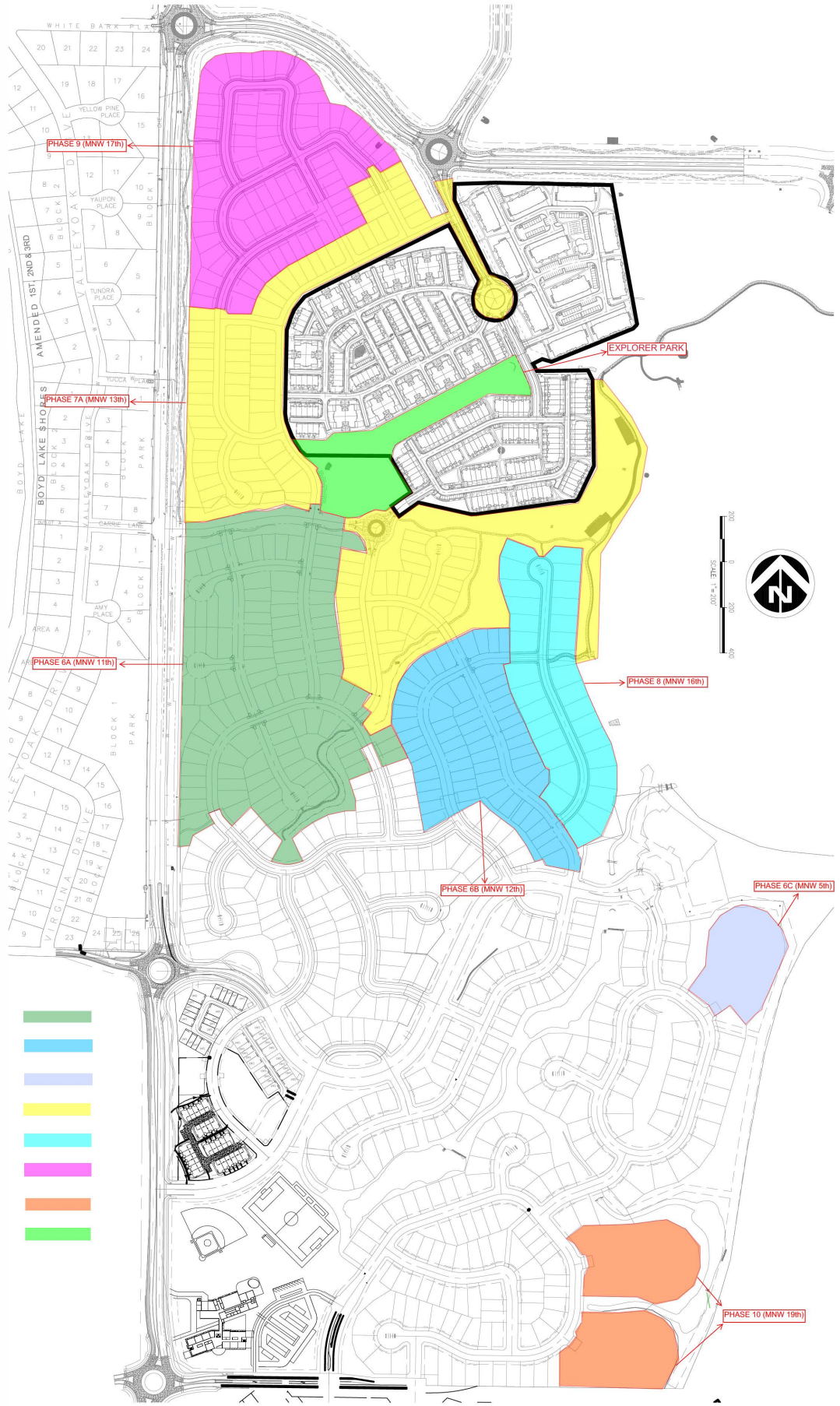
2. Lakes Residential Phase 10 Public Infrastructure [CFS #6]
 - City of Loveland water/sewer warranty period expires on January 17, 2024. Final acceptance will be requested in December of 2023.
 - City of Loveland streets/storm warranty period expires on January 4, 2024. Final acceptance will be requested in December of 2023.
3. Lakes Residential Phase 6C Public Infrastructure [CFS #3]
 - City of Loveland water/sewer warranty period expires on September 16, 2023. Final acceptance will be requested in August of 2023.
 - City of Loveland streets/storm warranty period expires on September 14, 2023. Final acceptance will be requested in August of 2023.
4. Lakes Residential Phase 9 Public Infrastructure [CFS #5]
 - City of Loveland water/sewer warranty period expires on August 11, 2023. Final acceptance will be requested in July of 2023.
 - City of Loveland streets/storm warranty period expires on June 17, 2023. Final acceptance will be requested in May of 2023.
5. Lakes Residential Phase 8 Public Infrastructure [CFS #4]
 - City of Loveland water/sewer warranty period expires on December 10, 2022. Final acceptance has been requested and the District is awaiting the receipt of the final acceptance letter.
 - City of Loveland streets/storm final acceptance was received on November 16, 2022.
6. Lakes Residential Phase 7 Public Infrastructure Phase 1 [CFS #2]
 - City of Loveland water/sewer final acceptance for Phase 1 was received on March 17, 2022.
 - Phase 1 City of Loveland streets/storm final acceptance was received on November 16, 2022.



7. Lakes Residential Phase 7 Public Infrastructure Phase 2 [CFS #2]
 - City of Loveland water/sewer final acceptance for Phase 2 was received on September 1, 2022.
 - Phase 2 City of Loveland streets/storm final acceptance was received on November 16, 2022.

Loveland
550 W. Eisenhower Blvd.
Loveland, CO 80537
(970) 669.3611

Denver
6950 E. Belleview Ave, Suite 200
Greenwood Village, CO 80111
(303) 333.4380



- Phase 6A (MNW 11th)
- Phase 6B (MNW 12th)
- Phase 6C (MNW 5th)
- Phase 7 (MNW 13th)
- Phase 8 (MNW 16th)
- Phase 9 (MNW 17th)
- Phase 10 (MNW 19th)
- Explorer Park

**The Lakes at Centerra Metropolitan District
Capital Fund Summary
As of 1/20/2023**

Active Projects							
CFS #	Project Name	Approved Project Budget	Estimated Project Total	Change in Estimated Project Total from Prior Report	Projected Over/(Under) Project Budget	Total Expenditures thru 11/30/2022	Remaining Project Costs
1	General Capital	30,000	30,000	-	-	23,062	6,938
2	The Lakes Residential Phase 7	8,854,675	8,554,377	-	(300,298)	8,532,544	21,833
3	The Lakes Residential Phase 6C	465,740	353,795	-	(111,945)	345,419	8,376
4	The Lakes Residential Phase 8	1,221,532	1,106,594	-	(114,938)	1,093,980	12,614
5	The Lakes Residential Phase 9	3,544,663	2,877,452	-	(667,211)	2,525,535	351,917
6	The Lakes Residential Phase 10	795,276	645,806	-	(149,470)	604,708	41,098
7	Explorer Park	2,400,000	2,400,000	-	-	216,563	2,183,437
Totals		17,311,886	15,968,024	-	(1,343,862)	13,341,811	2,626,213

Available Capital Project Funds: 246,687

The Lakes at Centerra Metropolitan District
 Capital Fund Summary - Detail
 As of 1/20/2023

	A Approved Project Budget	B Approved Contract Amounts	C Other Projected Costs	D Estimated Project Total (B+C)	E Change in Estimated Project Total From Prior Report Incr/(Decr)	F Projected Over/(Under) Project Budget (D-A)	G Total Expenditures Thru 11/30/2022	H Remaining Project Costs (D-G)
<u>(1) General Capital</u>								
District Planning/Engineering Management (MRES)	5,000	5,000	0	5,000	0	0	2,202	2,798
District Management (PCGI)	20,000	20,000	0	20,000	0	0	20,860	(860)
District Engineering	5,000	0	5,000	5,000	0	0	0	5,000
	30,000	25,000	5,000	30,000	0	0	23,062	6,938
<u>(2) Project: The Lakes Residential Phase 7</u>								
Indirect Project Costs	1,089,499	1,107,099	0	1,110,494	0	20,995	1,112,597	(2,103)
Direct Project Costs	7,212,055	7,312,558	0	7,312,696	0	100,641	7,309,373	3,323
Contingency	415,312	0	0	0	0	(415,312)	0	0
Warranty Maintenance/Repairs	137,809	109,369	25,351	131,187	0	(6,622)	110,573	20,614
	8,854,675	8,529,026	25,351	8,554,377	0	(300,298)	8,532,544	21,833
<u>(3) Project: The Lakes Residential Phase 6C</u>								
Indirect Project Costs	56,113	57,932	0	57,932	0	1,819	54,962	2,970
Direct Project Costs	366,154	290,457	0	290,457	0	(75,697)	290,457	0
Contingency	36,150	0	0	0	0	(36,150)	0	0
Warranty Maintenance/Repairs	7,323	0	5,406	5,406	0	(1,917)	0	5,406
	465,740	348,389	5,406	353,795	0	(111,945)	345,419	8,376
<u>(4) Project: The Lakes Residential Phase 8</u>								
Indirect Project Costs	166,226	131,152	0	131,152	0	(35,074)	129,912	1,240
Direct Project Costs	942,237	956,597	0	956,597	0	14,360	964,068	(7,471)
Contingency	94,224	0	0	0	0	(94,224)	0	0
Warranty Maintenance/Repairs	18,845	0	18,845	18,845	0	0	0	18,845
	1,221,532	1,087,749	18,845	1,106,594	0	(114,938)	1,093,980	12,614
<u>(5) Project: The Lakes Residential Phase 9</u>								
Indirect Project Costs	708,581	453,276	0	453,276	0	(255,305)	404,702	48,574
Direct Project Costs	2,471,211	2,135,812	270,347	2,406,159	8,478	(65,052)	2,120,833	285,326
Contingency	313,105	0	8,695	8,695	2,200	(304,410)	0	8,695
Warranty Maintenance/Repairs	51,766	0	9,322	9,322	(10,678)	(42,444)	0	9,322
	3,544,663	2,589,088	288,364	2,877,452	0	(667,211)	2,525,535	351,917
<u>(6) Project: The Lakes Residential Phase 10</u>								
Indirect Project Costs	164,961	77,843	0	77,843	0	(87,118)	71,035	6,808
Direct Project Costs	561,710	556,631	0	556,631	0	(5,079)	533,673	22,958
Contingency	57,171	0	0	0	0	(57,171)	0	0
Warranty Maintenance/Repairs	11,434	0	11,332	11,332	0	(102)	0	11,332
	795,276	634,474	11,332	645,806	0	(149,470)	604,708	41,098
<u>(7) Project: Explorer Park</u>								
Indirect Project Costs	434,459	295,396	151,889	447,285	12,826	12,826	215,528	231,757
Direct Project Costs	1,834,736	1,721,400	106,000	1,827,400	(7,336)	(7,336)	1,035	1,826,365
Contingency	105,805	0	100,315	100,315	(5,490)	(5,490)	0	100,315
Warranty Maintenance/Repairs	25,000	0	25,000	25,000	0	0	0	25,000
	2,400,000	2,016,796	383,204	2,400,000	0	0	216,563	2,183,437
Grand Total of All Projects	17,311,886	15,230,522	737,502	15,968,024	0	(1,343,862)	13,341,811	2,626,213

Advance Funding Available:	2,727,433
Cost Share Reimbursements:	145,466
Remaining Project Costs:	(2,626,213)
Available Capital Project Funds:	246,687

MEMORANDUM

TO: Board of Directors
 FROM: McWhinney Real Estate Services - Jeff Breidenbach
 Date: January 18, 2023
 Re: Project Management Fee Memo – Lakes Explorer Park

Board of Directors:

Per requirements of the Project Management Master Service Agreement between McWhinney Real Estate Services, Inc (MRES, Inc) and the Lakes Metropolitan District, please accept the below information for the subject project and fees proposed by MRES for project management services.

As highlighted in the agreement, PM fees are charged against total project costs, less projected warranty and contingency costs as authorized by the District.

Project Estimates and Fee Projection:

- Projected District Budget:	\$2,400,000
- Projected District Budget (w/o Contingency, Warranty, and PM Fee):	\$2,122,795.47
- Projected PM Fee (5% of item #2):	\$106,139.77
- Projected Final Billing Month:	Oct 2023



<i>TO:</i>	The Lakes at Centerra Metropolitan District Nos. 1-3 Board of Directors
<i>FROM:</i>	Brendan Campbell, CPA, Finance Director Irene Buenavista, Senior Accounting Manager Pinnacle Consulting Group, Inc.
<i>SUBJ:</i>	Financial Memo
<i>DATE:</i>	1/19/2023

2022 Service Fees

Service Fees as of 12/31/2022	
District 2	
Service fees to District 1 for O&M services	<u>\$ 237,496</u>
District 3	
Service fees to District 1 for O&M services	\$ 135,024
Service fees to District 2 for Debt Service payments	<u>\$ 495,088</u>
Total Service Fees	<u>\$ 630,112</u>

Capital Advance Summary

Authorized advances - Series 2022D Bond	\$ 2,804,626
May 2022 advance	\$ 27,668
July 2022 advance	\$ 6,635
December 2022 advance	<u>\$ 42,890</u>
Total advances funded	\$ 77,193
Remaining authorized advances	\$ 2,727,433



Debt Summary

Series	Original Issuance	Outstanding Principal	Interest Rate	Maturity Date
2018A Bonds	\$ 29,035,000	\$ 29,035,000	5.250%	12/1/2047
2018B Bonds	4,090,000	4,090,000	7.625%	12/1/2047
2022C Bonds	8,500,000	8,500,000	7.500%	12/15/2052
2022D Bonds	7,816,276	7,816,276	0.000%	12/15/2056
	\$ 49,441,276	\$ 49,441,276		

Finance and Accounting Projects

- Budgets are in final review and will be filed with the State by the 1/31 deadline.
- Audit fieldwork has been scheduled for the week of 5/1.
 - Draft audits are required to be distributed to the board by 6/30
 - Final audits must be filed by 7/31.
- Quarterly bond compliance reports are in process. Reports are due to the Trustee by 2/5 for filing with the MSRB by the 2/15 deadline.
- Payroll tax forms and 1099s are being prepared and will be sent out by the 1/31 deadline.

The Lakes at Centerra O&M Report

January 2023

Budget and Contract Notes

- Processing 2023 district service vendor work orders based on approved budget allowances

Operations Updates

- SWPPP completed storm structure inspection, maintenance, and compliance reporting in December
- District is prepared to take on non potable pump station operation and maintenance in 2023 and beyond through service contractor Ramey Environmental
- Hard trail concrete assessments to be completed by Precision Concrete Cutting in February when weather allows and a plan to replace and repair issue areas based of assessment and estimates to be performed in spring

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF

THE LAKES AT CENTERRA METROPOLITAN DISTRICT NO. 2

HELD

October 27, 2022

The Board of Directors of The Lakes at Centerra Metropolitan District No. 2 held a Regular meeting, open to the public, via MS Teams on Thursday, October 27, 2022 at 12:00 p.m.

ATTENDANCE

Directors in Attendance:

Gary Dreith, Vice President/Asst. Secretary
 Josh Kane, Secretary/Treasurer
 Todd Carnes, Director
 Ralph Mathes, Asst. Secretary
 James Laferriere, Director

Also in Attendance:

Alan Pogue; Icenogle Seaver Pogue, P.C.
 Brendan Campbell, Irene Buenavista, Andrew Kunkel, Jennifer Ondracek, Kirsten Starman, Dillon Gamber, Nic Ortiz, and Bryan Newby; Pinnacle Consulting Group, Inc.
 Jim Niemczyk, Jeff Breidenbach, Tim DePeder, Abby Kirkbride, Samantha Salazar, and Griffin Barlow; McWhinney
 Karl Sutton and Kim Perry; Members of the Public

CALL TO ORDER

The Regular Meeting of the Board of Directors of The Lakes at Centerra Metropolitan District No. 2 was called to order at 12:24 p.m. by Director Dreith, noting that a quorum was present for the Board. Each of the Directors confirmed their qualifications to serve on the Board. Mr. Kunkel confirmed that prior to the meeting each of the Directors had been notified of the meeting.

CONFLICTS OF
INTEREST
DISCLOSURE

Mr. Pogue noted that notices of potential conflicts of interest for Board Members employed by McWhinney Real Estate Services, Inc., were filed with the Colorado Secretary of State's Office, disclosing that potential conflicts of interest may exist, as some Board Members are employees of McWhinney Real Estate Services, Inc. which is associated with the primary landowner and developer of land within the District. Mr. Pogue advised the Board that pursuant to Colorado law, certain disclosures by the Board Members might be required prior to taking

RECORD OF PROCEEDINGS

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.

AGENDA

The Board considered the agenda. Mr. Kunkel proposed to the Board to amend the agenda to include Election of Officers under item I C. Upon motion duly made by Director Kane, seconded by Director Dreith and, upon vote, it was unanimously

RESOLVED to approve the agenda, as amended to include Election of Officers under item I C.

ELECTION OF OFFICERS

The Boards discussed the Election of Officers. Following review and discussion, upon motion duly made by Director Dreith, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to elect Director Dreith to the position of President, Director Mathes to the position of Vice President, Director Laferriere to the position of Secretary/Treasurer, Director Kane to the position of Asst. Secretary, and Director Carnes to the position of Asst. Secretary.

ADMINISTRATIVE ITEMS

Meeting Minutes: The Board reviewed the meeting minutes from the April 14, 2022 Special Meeting and the July 28, 2022 Regular Meeting. Upon a motion duly made by Director Kane, seconded by Director Carnes and, upon vote, it was unanimously

RESOLVED to approve the April 14, 2022 Special Meeting Minutes and the July 28, 2022 Regular Meeting Minutes, as presented.

PUBLIC COMMENT

There were no comments made by members of the public.

FINANCIAL ITEMS

Finance Managers Report: Ms. Buenavista reviewed the Finance Manager's Report with the Board and answered questions.

RECORD OF PROCEEDINGS

2023 Budget Hearing: Director Dreith opened the 2023 Budget Hearing to the public. Mr. Kunkel reported that notice of the hearing had been published on October 7, 2022, in accordance with state budget law. No written objections or public comments were received prior to the public hearing. The Board reviewed the 2023 budgets, which detailed estimated revenues and expenditures.

District No. 2:
 Mill levy: 79.453 mills.
 General Fund Expenditures: \$264,044
 Debt Service Fund Expenditures: \$1,711,021

There being no public input, the public hearing portion of the budget was closed. Following further review and discussion, upon motion duly made by Director Laferriere, seconded by Director Mathes and, upon vote, it was unanimously

RESOLVED to approve the Resolution for the 2023 Budget for Lakes at Centerra Metropolitan District No. 2, and approve all other documents related to the 2023 budgets. The District Manager and/or Accountant is authorized to make minor modifications that may be necessary following receipt of final assessed values and file the necessary documents with the state and county regarding the approval of the final budgets.

2022 Audit: Ms. Buenavista discussed engaging John Cutler & Associates, LLC to perform the 2022 audit with the Board. Upon motion duly made by Director Laferriere, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to engage John Cutler & Associates, LLC to perform the 2022 audit in an amount not to exceed \$6,000.

LEGAL ITEMS

2023 Annual Administrative Matters Resolution: Mr. Pogue reviewed the 2023 Annual Administrative Matters Resolution with the Board and answered questions. Upon motion duly made by Director Laferriere, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to approve the 2023 Annual Administrative Matters Resolution, as presented.

2023 Election Resolution: Mr. Pogue reviewed the 2023 Election Resolution with the Board and answered questions. Upon motion duly

RECORD OF PROCEEDINGS

made by Director Laferriere, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to approve the 2023 Election Resolution, as presented.

2023 Meeting Resolution: Mr. Pogue reviewed the 2023 Meeting Resolution with the Board and answered questions. Upon motion duly made by Director Laferriere, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to approve the 2023 Meeting Resolution, as presented.

DIRECTORS ITEMS

There were no items from the Directors to be presented.

OTHER ITEMS

There were no other items to be presented.

ADJOURNMENT

There being no further items to bring before the Board, the meeting was adjourned at 12:51 p.m.

Respectfully submitted,

Bryan Newby
Recording Secretary for the Meeting

ELECTION CALENDAR
MAY 2, 2023
REGULAR SPECIAL DISTRICT ELECTIONS

	Date	Event	Authority
	November – December	District Board’s Adopt Election Resolutions	
	12/01/2022	Obtain list of registered voters from County Clerk and Recorder for purposes of mailing or emailing Call for Nominations (150 days prior to election)	
	01/01/2023	First day self-nomination and acceptance forms may be signed (no earlier than January 1)	1-13.5-303(1)
	01/22/2023	Last day to inform Clerk and Recorder that the entity will be participating in the election (if coordinated election) (by 100 days prior to election)	1-7-116(5)
	01/22/2023 Through 2/16/2023	Call for Nominations – Published (Publish not less than 75 days nor more than 100 days before election)	PUBLICATION DEADLINE 1-13.5-501(1)
	02/21/2023	Coordinated Election Last day to enter into an intergovernmental agreement with Clerk and Recorder re election (no later than 70 days prior to election)	1-7-116(2)
	02/24/2023	Last day to file Self-Nomination and Acceptance Forms with the Designated Election Official (67 days prior to election)	1-13.5-303
	02/27/2023	Write in Candidate Last day that the Designated Election Official may receive an affidavit of intent from a write-in candidate (no later than 64 days before election)	1-13.5-305
	02/28/2023	Cancellation of Election If the only matter before the electors is the election of persons to office and if, at the close of business on the 63 rd day before the election, there are not more candidates than offices to be filled the	1-13.5-513(1)

02/28/2023	<p>election may be cancelled.</p> <p>Notice by Publication of Election Cancellation</p> <p>Notice must be published and posted at each polling place, in the office of the DEO, with the clerk and recorder, and filed with the Division of Local Government.</p> <p>Resolution Canceling Election Results of election shall be certified to the DLG within thirty days after the election.</p>	<p>1-13.5-513(6)</p> <p>1-11-103(3)</p>
03/01/2023	<p>UOVACA List Request List if District will conduct an election.</p> <p>(ballots must be sent to UOCAVA voters by the 45th day before the election (3/18/2023))</p>	
03/02/2023 Through 03/03/2023	<p>Lot Drawing Conduct lot drawing to determine order of candidates on ballot</p> <p>(any time prior to certification of the ballot)</p>	1-13.5-902(2)
03/03/2023	<p>Certify Ballot Content Designated Election Official to certify the order and content of the ballot</p> <p>(no later than 60 days before election)</p> <p>Last day to file self-nomination and acceptance form with the Secretary of State</p> <p>(no later than the date to certify the order and content of the ballot)</p>	<p>1-13.5-511</p> <p>1-45-110(1)</p>
03/08/2023	<p>Mail Ballot Plan Last day to prepare a mail ballot plan and have on file in the Designated Election Official's office</p> <p>(no later than 55 days prior to election)</p>	1-13.5-1104(1)
03/17/2023	<p>Last day to receive written PRO/CON comments concerning ballot issues (TABOR)</p> <p>(end of business day on Friday before the 45th day prior to election)</p>	Article X, Section 20(3)(b)(v); and 1-7-901
03/17/2023	<p>UOCAVA Ballots Sent Last day to send a ballot to covered voters</p> <p>(not later than 45 days prior to election)</p>	<p>1-8.3-102(1)(d)</p> <p>1-13.5-1103(4)</p>

03/20/2023	Pro/Con Statements Last day for representatives to summarize written comments concerning ballot issues (TABOR) (no later than 43 days prior to election)	Article X, Section 20(3)(b)(v); and 1-7-903(3)
03/20/2023	Election Judge Class Designated Election Official may make election class available to election judges (not more than 45 days prior to election)	1-13.5-408
03/23/2023	Last day to order registration records and property owners lists from the County for TABOR notice mailing/order for independent mail ballot election (No later than the 40th day prior to election)	1-13.5-203 1-13.5-204 1-13.5-1105
03/30/2023	Notice of Election Submit notice of election to publisher by 12:00 p.m. for mail ballot election to be published (must be published at least 20 days prior to election on or before 04/12/2023) (Send Copy to Clerk and Recorder)	PUBLICATION DEADLINE 1-13.5-502(2)(a) 1-13.5-1105(2)(d)
03/31/2023	Ballots printed and in the possession of Designated Election Official, including sample ballot Absentee ballots must be delivered w/in 72-hours (at least 30 days prior to election) Clerk and Recorder and County Assessor delivers initial lists of registered electors and property owners for mail ballot elections (no later than 30 days prior to election)	1-13.5-902(1)(a) 1-13.5-1002(2)(b) 1-13.5-203(1)(a) 1-13.5-204(1) 1-13.5-1105(2)(a)
03/31/2023	TABOR Notice Mailed Designated Election Official mails TABOR notices to “All Registered Electors” (at least 30 days prior to election)	Article X, Section 20(3)(b) 1-7-906 1-13.5-503
04/07/2023	Withdrawal of Ballot Issue or Ballot Question Governing body may, by resolution, withdraw one or more ballot issues or questions from the ballot (No later than 25 days prior to election)	1-13.5-513(2)
04/10/2023 Through 04/17/2023	First day to mail mail-ballot packages to each active registered elector at the last mailing address appearing in the registration records	1-13.5-1105(4)(a)

		Mail ballots available to persons listed as “inactive” on registration records (not sooner than 22 days prior to election and no later than 7:00 p.m. on Election Day)	1-13.5-1105(4)(d)
04/11/2023		Deadline for campaign and political finance filings with Secretary of State (21st day before election, the Friday before election, and 30 days after election)	1-45-108(2)(a)(II) 1-45-109(1)(a)(II) SOS Rule 17.4
04/12/2023		Post Mail Ballot Sign or Polling Place sign in a conspicuous place Notice of a mail ballot election published Notice of election to create financial obligation must be posted on the District’s website or if no website at the district’s chief administrative office Post notice of election in the Designated Election Official’s office and send a copy of notice to Clerk and Recorder Clerk and Recorder and County Assessor delivers supplemental list of registered electors and property owners for mail ballot elections (20 days prior to election)	1-13.5-502(3) 1-13.5-502(2) 1-13.5-510(2) 1-13.5-1105(2)(d) 1-13.5-503 1-7-908(1)(a) 1-13.5-502(1) 1-13.5-203(1)(a) 1-13.5-204(1) 1-13.5-1105(2)(b)
04/17/2023		Last day to mail mail-ballot packages to each active registered elector at the last mailing address appearing in the registration records (not sooner than 22 days and no later than 15 days prior to election) Last day to appoint election judges (mail certificates of appointment and acceptance forms and take oaths) Last day to appoint Canvass Board (at least 15 days before election) Counting of mail ballots may begin (15 days prior to election)	1-13.5-1105(4)(a) 1-13.5-401 1-13.5-403 1-13.5-404 1-13.5-1301(1) 1-13.5-1107

04/26/2023	<p>Clerk and Recorder and County Assessor delivers complete list of registered electors and property owners for mail ballot elections (if this option was selected in lieu of the initial and supplemental lists)</p> <p>(6 days prior to election)</p>	<p>1-13.5-203(1)(b) 1-13.5-204(2)</p>
04/28/2023	<p>Last day to request mail ballot by mail unless emergency per 1-13.5-1011</p> <p>(Close of business on Friday before election)</p> <p>Deadline for campaign and political finance filings with Secretary of State</p> <p>(21st day before election, the Friday before election, and 30 days after election)</p>	<p>1-13.5-1002(1)(b)</p> <p>1-45-109(1)(a)(II) 1-45-108(2)(a)(II) SOS Rule 17.4</p>
05/01/2023	<p>Designated Election Official delivers supplies, ballots, registration/property owners records, and instruction cards (if polling place) to supply judge</p> <p>(1 day prior to election)</p> <p>Last day to withdraw ballot issues or ballot questions</p> <p>(any time before the election)</p>	<p>1-13.5-205 1-13.5-904 1-13.5-906(1)</p> <p>1-13.5-513(2)</p>
05/02/2023	<p>Election Day</p> <p>Polls open continuously from 7:00 a.m. - 7:00 p.m.</p> <p>Deadline to request an in-person ballot packet for eligible voters who did not receive a mail ballot packet and wish to vote</p> <p>(7:00 p.m. Election Day)</p> <p>Count ballots</p> <p>Judges make certificate and statement on ballots</p> <p>(as soon as all votes are read and counted)</p> <p>Judges deliver to Designated Election Official the certificate and statement and other supplies and materials</p> <p>(with all convenient speed after votes have been counted)</p>	<p>1-13.5-601</p> <p>1-13.5-1105(4)(e)(I)</p> <p>1-13.5-609 & 610 1-13.5-1006(1)</p> <p>1-13.5-613</p>

		Judges post abstract of returns (immediately upon the completion of counting)	1-13.5-614
05/05/2023 (after 7 p.m.)		Remove abstract of returns Election notice/polling place sign may be removed from the Designated Election Official's office (any time 48-hours after polls close)	1-13.5-615(2)
05/10/2023		Deadline for Receipt of UOCAVA Ballots Must be received by close of business on 8 th day after election	1-8.3-113(2),(3)
05/16/2023		Canvassers shall meet, survey the returns, issue a certified statement of results, and make out an abstract of votes (File certified statement with the Division of Local Government and transmit to any individuals elected to office) (no later than 14 days after election)	1-13.5-1305
05/19/2023		Last day a request for a recount may be made to the Designated Election Official (no later than 17 days after election)	1-13.5-1306(2)(a)
06/01/2023		File Certificate of Election Results with the Division of Local Government (30 days after) Record Form DLG-32 notice of special district authorization or issuance of general obligation indebtedness with Clerk and Recorder (within 30 days of authorizing debt) Deadline for campaign and political finance filings with Secretary of State (21st day before election, the Friday before election, and 30 days after election) Last day elected directors may take their oath and file bond (within 30 days after election)	1-11-103 32-1-1604 1-45-108(2)(a)(II) 1-45-109(1)(a)(II) SOS Rule 17.4 32-1-901
06/16/2023		Debt Authorization DLG-32	32-1-1101.5(1)

		<p>The results of special district ballot issue elections to incur general obligation indebtedness shall be certified to the board of county commissioners of each county in which the special district is located (or the governing board of the municipality that adopted a resolution of approval). A copy of the certification is also filed with the division of securities.</p> <p>(within 45 days after election)</p>	
	06/22/2023	<p>Last day election may be contested</p> <p>(10 days after recount conducted or date recount may be requested, whichever is later)</p>	1-13.5-1403

CONSOLIDATION CALENDAR

THE LAKES AT CENTERRA METROPOLITAN DISTRICT NOS. 1-3

November 7, 2023
CONSOLIDATION ELECTION

(INCLUDES INDEPENDENT MAIL BALLOT DEADLINES)

Key and General Assumptions

* Indicates that a date falls on a Saturday, Sunday, or legal holiday and therefore the period may be extended to include the next day which is not a Saturday, Sunday, or legal holiday per § 1-1-106(4), C.R.S.; our practice is to adjust the date to the preceding day which is not a Saturday, Sunday, or legal holiday.

† Indicates that a date is estimated for planning purposes only and is subject to change.

Italics indicates Consolidation Deadlines

Normal Font indicates November 7, 2023 Election Deadlines

All dates and information are based on the laws in effect as of date of this draft.

NOTE: Assumptions may be included below when placement with a particular date/deadline is more appropriate. It is further assumed that no service plan amendment will be needed as a result of consolidation

Service Plan Language: After all bonds or other Debt (as hereinafter defined) instruments have been issued by the Districts and adequate provision has been made for payment of all of the Districts' Debt, the electorate of the Districts will have the opportunity to consider either the consolidation of the Service District and the Financing Districts into a single entity, or the dissolution of the Service District and/or the Financing Districts in accordance with state law. The Service District and the Financing Districts will consider consolidation and/or dissolution at the time each District's Debt has been paid and adequate provision has been made for operation of all of the Districts' facilities. Additionally, the City may request, and the Districts shall undertake upon such request, initiation of consolidation proceedings in accordance with Title 32, Section 1, Part 6 of the Colorado Revised Statutes. Ultimately, control of these decisions will rest with the electorate in each District. At any time after the Districts' Debt obligations have been fully discharged, the City may file an application with the Districts' Boards pursuant to § 32-1-701(3) C.R.S., and the Districts shall thereupon dissolve in a prompt and orderly manner. In such event, the authorized purposes and powers of the Districts shall automatically be curtailed and expressly limited to taking actions reasonably necessary to dissolve, and the Boards of Directors of the Districts will be deemed to have agreed with the City to dissolve without election pursuant to § 32-1-704(3)(b) C.R.S., and the Districts shall thereupon dissolve. *Service Plan, I.A.5.*

Publication Information

The Loveland Reporter Herald – daily publication

Publish: we typically request publications on Thursdays

Deadline: four (4) days prior to publication

	DATE	EVENT	AUTHORITY
	<i>No later than 7/13/2023</i>	<p><i>At public meeting District No. 1 approves consolidation resolution:</i></p> <ul style="list-style-type: none"> • <i>Includes proposed names</i> • <i>Districts to be included</i> • <i>Services to be included</i> • <i>Number of directors (5 or 7)</i> • <i>Any special conditions</i> • <i>Time limit in which other districts must approved consolidation resolutions (no later than 6 months from approval of initiating resolution)</i> 	<i>32-1-602(2)(a)</i>
	<i>No later than 7/14/2023</i>	<p><i>At public meeting District Nos. 2 and 3 considers and approves concurring consolidation resolution</i></p> <p><i>(by the deadline set forth in the initiating consolidation resolution but no later than 6 months from that approval date)</i></p>	<i>32-1-602(2)(b)</i>
	<i>Immediately after approval but no later than 7/17/2023</i>	<i>District Nos. 2 and 3 files the concurring consolidation resolutions with initiating District No. 1</i>	<i>32-1-602(b) and (c)</i>
	<i>Immediately after approval but no later than 7/19/2023</i>	<p><i>Initiating District No. 1 files initiating resolution and concurring resolutions with the Larimer County Board of County Commissioners</i></p> <p><i>Initiating District No. 1 files initiating resolution and concurring resolutions with the District Court where the organization petition of the initiating District was filed</i></p> <ul style="list-style-type: none"> • <i>Include request for submission of necessary ballot questions</i> <p><i>(within 30 days of receipt of all concurring resolutions)</i></p>	<p><i>32-1-602(c)</i></p> <p><i>32-1-602(2)</i> <i>32-1-606.5(1)</i></p>

		<i>District Court fixes date for public hearing to determine the legality of the proposed consolidation</i> <i>(public hearing shall be not less than 30 days no more than 40 days after the date of filing)</i>	32-1-602(d)
	<i>No later than</i>	<i>Deadline to provide notice of filing and notice of hearing to be published _____</i>	<i>PUBLICATION NOTICE</i> 32-1-602(d)
	<i>No later than 8/28/2023</i>	<i>Public hearing to determine the legality of the proposed consolidation</i> <i>Court enters order setting election for a special election on November 7, 2023, directing ballot questions, and directing Designated Election Official to give notice of election per 1-13.5-501 and 32-1-602(e)</i> <i>(public hearing shall be not less than 30 days no more than 40 days after the date of filing)</i>	32-1-602(2)(d) and (e) 32-1-606.5(2)
	9/8/2023	Designated Election Official to certify the order and content of the ballot (no later than 60 days before election) Request UOCAVA voter list (suggested deadline) (UOCAVA ballots must be sent no later than 45 days prior to election – by 9/23/2023)	1-13.5-511(1) 1-8.3-102 1-8.3-110(1)
	9/13/2023	Last day to prepare a mail ballot plan and have on file in the Designated Election Official's office (no later than 55 days prior to election)	1-13.5-1104(1)
	9/23/2023*	Last day to send a ballot to covered voters (UOCAVA) (not later than 45 days prior to election)	1-8.3-102 1-8.3-110(1) 1-13.5-618 1-13.5-1103(4)

		First day the Designated Election Official may make election class available to election judges (not more than 45 days prior to election)	1-13.5-408
	9/24/2023*	Last day for petition representatives to summarize written comments concerning ballot issues (TABOR) (no later than 44 days prior to election)	Article X, Section 20(3)(b)(v) 1-7-903(3)
	9/25/2023	Submit full text of any required ballot issue notice to Clerk and Recorder (no later than 43 days prior to election)	1-7-904
	9/28/2023	Last day to order registration records and property owners lists from the County for TABOR notice mailing, and mail ballot packages for independent mail ballot election (No later than the 40th day prior to election) Designated Election Officials of overlapping political subdivisions shall confer concerning the preparation of ballot issues notices and provide for mailing of notices by agreement if necessary (no later than 40 days prior to the date of the election)	1-13.5-203(1) 1-13.5-204(1) 1-13.5-503(1) 1-7-905(2) 1-7-906(3)
	10/4/2023	Submit notice of election to publisher by noon for mail ballot election to be published <u>Wednesday 10/11/2023</u> in <i>The Loveland Reporter Herald</i> Send Copy to Clerk and Recorder (must be published at least 20 days prior to election – by 10/18/2023)	PUBLICATION DEADLINE 1-13.5-502 1-13.5-1105(2)(d)
	10/8/2023*	Ballots printed and in the possession of Designated Election Official, including sample	1-13.5-902(1) 1-13.5-1002(2)(b)

	<p>ballot (Absentee ballots must be delivered w/in 72-hours)</p> <p>(at least 30 days prior to election)</p> <p>Designated Election Official mails TABOR notices to “All Registered Electors”</p> <p>(at least 30 days prior to election)</p> <p>Clerk and Recorder and County Assessor delivers initial lists of registered electors and property owners for mail ballot elections</p> <p>(no later than 30 days prior to election)</p>	<p>Article X, Section 20(3)(b) 1-7-906 1-13.5-503</p> <p>1-13.5-203(1)(a) 1-13.5-204(1) 1-13.5-1105(2)(a)</p>
10/13/2023	<p>Last day to make changes in polling places</p> <p>(not less than 25 days prior to election)</p>	1-5-104(4)
10/16/2023	<p>Mail ballots available to persons listed as “inactive” on registration records</p> <p>(not sooner than 22 days prior to election and no later than 7:00 p.m. on Election Day)</p> <p>First day to mail mail-ballot packages to each active registered elector at the last mailing address appearing in the registration records</p> <p><u>(not sooner than 22 days prior to election and no later than 15 days prior – between 10/16/2023 and 10/23/2023)</u></p>	<p>1-13.5-1105(4)(d)</p> <p>1-13.5-1105(4)(a)</p>
10/18/2023	<p>Post polling place sign conspicuously at polling place</p> <p>(at least 20 days prior to election)</p> <p>Last day for Notice by publication of a mail ballot election</p> <p>(no later than 20 days prior to election)</p> <p>Notice of election to create financial obligation must be posted on the District’s website or if</p>	<p>1-13.5-502(3)</p> <p>1-13.5-502(2) 1-13.5-510(2) 1-13.5-1105(2)(d)</p> <p>1-13.5-503 1-7-908(1)(a)</p>

		<p>no website at the district's chief administrative office</p> <p>(no later than 20 days before the election)</p> <p>Post notice of election in the Designated Election Official's office and send a copy of notice to Clerk and Recorder (mail or email)</p> <p>(20 days prior to election)</p> <p>Clerk and Recorder and County Assessor delivers supplemental list of registered electors and property owners for mail ballot elections</p> <p>(20 days prior to election)</p>	<p>1-13.5-502(1)</p> <p>1-13.5-203(1)(a) 1-13.5-204(1) 1-13.5-1105(2)(b)</p>
10/23/2023	<p>Last day to mail mail-ballot packages to each active registered elector at the last mailing address appearing in the registration records</p> <p>(not sooner than 22 days and <u>no later than 15 days prior to election</u>)</p> <p>Last day to appoint election judges (mail certificates of appointment and acceptance forms and take oaths)</p> <p>(at least 15 days before election)</p> <p>Last day to appoint canvass board</p> <p>(at least 15 days before election)</p> <p>Counting of mail ballots may begin</p> <p>(15 days prior to election)</p>	<p>1-13.5-1105(4)(a)</p> <p>1-13.5-401 1-13.5-403 1-13.5-404 1-13.5-407</p> <p>1-13.5-1301(1)</p> <p>1-13.5-1107</p>	
10/28/2023*	<p>Notice of the election must be posted in the office of the Designated Election Official or the Clerk and Recorder if coordinated election</p> <p>(at least 10 days prior to election and until 2 days after election)</p>	1-5-205(1.3)	

10/30/2023	<p>Election judge must file acceptance form in the office of the Designated Election Official</p> <p>(within 7 days after the Designated Election Official mailed the certificate of appointment and acceptance form)</p> <p>Last day to submit a voter registration application to receive a ballot by mail</p> <p>(on or before the eighth day before the election)</p>	<p>1-13.5-404</p> <p>1-2-201(4)</p>
10/31/2023	<p>Last day to request absentee voter ballot application unless emergency per 1-13.5-1011</p> <p>(no later than close of business on the Tuesday immediately preceding election)</p>	1-13.5-1002(1)(b)
11/1/2023	<p>Clerk and Recorder and County Assessor delivers complete list of registered electors and property owners for mail ballot elections (if this option was selected in lieu of the initial and supplemental lists)</p> <p>(6 days prior to election)</p>	<p>1-13.5-203(1)(b)</p> <p>1-13.5-204(2)</p>
11/6/2023	<p>Designated Election Official delivers supplies, ballots, registration/property owners records, and instruction cards (if polling place) to supply judge and judge shall give a receipt</p> <p>(1 day prior to election)</p> <p>Last day to withdraw ballot issues or ballot questions</p> <p>(any time before the election if independent election)</p>	<p>1-13.5-205</p> <p>1-13.5-904</p> <p>1-13.5-906(1)</p> <p>1-13.5-513(2)</p>
11/7/2023	<p>Election Day</p> <p>Polls open continuously from 7:00 a.m. to 7:00 p.m.</p> <p>Election judge shall post at least one instruction card (if polling place)</p>	<p>1-13.5-601</p> <p>1-13.5-906</p>

		<p>Designated Election Official to deliver to one of the polling places all absentee ballots received and list of eligible electors who have received absentee voter's ballots</p> <p>(by 8:30 a.m. on Election Day)</p> <p>Deadline to request an in-person ballot packet for eligible voters who did not receive a mail ballot packet and wish to vote</p> <p>(7:00 p.m. Election Day)</p> <p>To be valid a UOCAVA ballot shall be received by the election official not later than the close of the polls, OR the voter shall submit the ballot no later than 7:00 p.m. mountain time on election date.</p> <p>Count ballots</p> <p>Judges make certificate and statement of ballots</p> <p>(as soon as all votes are read and counted)</p> <p>Judges deliver to Designated Election Official the certificate and statement and other supplies and materials and Designated Election Official shall provide a receipt</p> <p>(with all convenient speed after votes have been counted)</p> <p>Judges post abstract of returns</p> <p>(immediately upon the completion of counting)</p> <p>Election notice/polling place sign may be removed from the Designated Election Official's office</p> <p>(after election)</p>	<p>1-13.5-1008 1-13.5-1004</p> <p>1-13.5-1105(4)(e)(I)</p> <p>1-8.3-11</p> <p>1-13.5-609 & 610 1-13.5-1006(1)</p> <p>1-13.5-613</p> <p>1-13.5-614</p> <p>1-13.5-615</p> <p>1-13.5-502</p>
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	11/9/2023 (after 7 p.m.)	Remove abstract of returns (any time 48-hours after polls close)	1-13.5-615
	11/15/2023	Last day for ballots cast by covered voters to be received to be counted <ul style="list-style-type: none"> ● To be valid, a ballot shall be received by the close of the polls OR the voter shall submit the ballot for mailing, electronic transmission or other authorized means of delivery no later than 7:00 P.M. MST on the date of the election. (must be received by close of business on the 8th day after the election)	1-8.3-113(2)
	11/21/2023	Canvassers shall meet, survey the returns, issue a certified statement of results, and make out an abstract of votes (File certified statement with the Division of Local Government) (no later than 14 days after election)	1-13.5-1305
	11/24/2023	Last day a request for a recount may be made to the Designated Election Official (no later than 17 days after election)	1-13.5-1306(2)(a)
	12/1/2023	Certificate of votes cast for and against each ballot issue/question is available in the office of the Designated Election Official (does not apply to recounts) (no less than 10 days following completion of the abstract of votes cast by the canvass board)	1-11-103(2)
	12/5/2023	Last day any recount must be completed by if difference between two highest number of votes is less than or equal to 0.05% (no later than 28 days after election)	1-13.5-1306(1)

12/7/2023	<p>File Certificate of Election Results with the Division of Local Government</p> <p>(30 days after election)</p> <p>Record Form DLG-32 notice of special district authorization or issuance of general obligation indebtedness with Clerk and Recorder</p> <p>(within 30 days of authorizing debt)</p>	<p>1-11-103(3)</p> <p>32-1-1604</p>
01/10/2023	<p><i>Deadline for State of Colorado to contest the consolidation or the election in an action in the nature of a writ of quo warranto</i></p> <p>(within 35 days after the election)</p>	32-1-602(2)(f)
12/19/2023	<p>Last day any recount must be made by if requested under 1-13.5-1306(2)(a)</p> <p>(no later than 28 days after canvassing of election)</p>	1-13.5-1306(2)(e)
12/29/2023	<p>Last day election may be contested</p> <p>(10 days after recount conducted or date recount may be requested, whichever is later)</p>	1-13.5-1403
January Meeting	<p><i>Organizational board to determine the terms of the directors of the first board of the consolidated district</i></p> <p>(within 6 months after the date of the election by <u>05/07/2023</u>; remaining member of organization board to serve as advisory board members)</p> <p><i>Obtain bonds for each director of the consolidated district</i></p>	<p>32-1-603</p> <p>32-1-604</p> <p>32-1-603(2)(c)</p>
Immediately after the meeting of the organizational board	<p><i>File petition of the consolidated district with District Court to include:</i></p> <ul style="list-style-type: none"> • <i>Name of consolidated district</i> • <i>Names and address of the first board</i> • <i>Terms of the first board</i> 	32-1-603(3)

		<ul style="list-style-type: none"> • Amount of surety bonds (also must be attached) • Description of director districts, if any 	
		<p><i>Court issues order granting consolidation and approves bonds:</i></p> <ul style="list-style-type: none"> • Name of consolidated district • Names and address of the first board • Description of director districts, if any • Description of total consolidated district • Any condition that may attach to the consolidated district if services are consolidated • Description of the specified services to be provided • Terms of the first board • Approval/denial of surety bond 	32-1-603(4)
	<i>Immediately once available</i>	<p><i>Record order with Larimer County Clerk and Recorder</i></p> <p><i>Record public disclosure statements with Clerk and Recorder</i></p> <p><i>(recorded at the same time the order is recorded)</i></p> <p><i>File notice of order with Larimer County Assessor and DLG</i></p> <p><i>First board takes oaths of office and file same with the District Court, DLG, and Larimer County Clerk and Recorder</i></p> <p><i>File copy of court findings and order of the court consolidating district with the DLG</i></p> <p><i>File updated maps with County Assessor(s) and Division</i></p>	<p>32-1-603(4)</p> <p>32-1-104.8(1)</p> <p>32-1-603(4) 32-1-105</p> <p>32-1-603(5) 32-1-901</p> <p>32-1-306</p> <p>32-1-306</p>
	<i>At next meeting of the board</i>	<i>Board elects officers</i>	32-1-603(5)

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF

THE LAKES AT CENTERRA METROPOLITAN DISTRICT NO. 3

HELD

October 27, 2022

The Board of Directors of The Lakes at Centerra Metropolitan District No. 3 held a Regular meeting, open to the public, via MS Teams on Thursday, October 27, 2022 at 12:00 p.m.

ATTENDANCE

Directors in Attendance:

Kim Perry, President & Chairperson
 Tim DePeder, Vice President/Asst. Secretary
 Josh Kane, Secretary/Treasurer
 Abby Kirkbride, Asst. Secretary
 Karl Sutton, Asst. Treasurer

Also in Attendance:

Alan Pogue; Icenogle Seaver Pogue, P.C.
 Brendan Campbell, Irene Buenavista, Andrew Kunkel, Jennifer Ondracek, Kirsten Starman, Dillon Gamber, Nic Ortiz, and Bryan Newby; Pinnacle Consulting Group, Inc.
 Jim Niemczyk, Jeff Breidenbach, Samantha Salazar, and Griffin Barlow; McWhinney
 Gary Dreith, Todd Carnes, Ralph Mathes, and James Laferriere;
 Members of the Public

CALL TO ORDER

The Regular Meeting of the Board of Directors of The Lakes at Centerra Metropolitan District No. 3 was called to order at 12:05 p.m. by Director Perry, noting that a quorum was present for the Board. Each of the Directors confirmed their qualifications to serve on the Board. Mr. Kunkel confirmed that prior to the meeting each of the Directors had been notified of the meeting.

CONFLICTS OF
INTEREST
DISCLOSURE

Mr. Pogue noted that notices of potential conflicts of interest for Board Members employed by McWhinney Real Estate Services, Inc., were filed with the Colorado Secretary of State's Office, disclosing that potential conflicts of interest may exist, as some Board Members are employees of McWhinney Real Estate Services, Inc. which is associated with the primary landowner and developer of land within the District. Mr. Pogue advised the Board that pursuant to Colorado law, certain

RECORD OF PROCEEDINGS

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.

AGENDA

The Board considered the agenda. Upon motion duly made by Director Kane, seconded by Director Kirkbride and, upon vote, it was unanimously

RESOLVED to approve the agenda, as presented.

ADMINISTRATIVE ITEMS

Meeting Minutes: The Board reviewed the meeting minutes from the April 14, 2022 Special Meeting and the July 28, 2022 Regular Meeting. Upon a motion duly made by Director Kirkbride, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to approve the April 14, 2022 Special Meeting Minutes and the July 28, 2022 Regular Meeting Minutes, as presented.

PUBLIC COMMENT

There were no comments made by members of the public.

FINANCIAL ITEMS

Finance Managers Report: Ms. Buenavista reviewed the Finance Manager's Report with the Board and answered questions.

2023 Budget Hearing: Director Perry opened the 2023 Budget Hearing to the public. Mr. Kunkel reported that notice of the hearing had been published on October 7, 2022, in accordance with state budget law. No written objections or public comments were received prior to the public hearing. The Board reviewed the 2023 budgets, which detailed estimated revenues and expenditures.

District No. 3:

Mill levy: 78.910 mills.

General Fund Expenditures: \$203,654

Debt Service Fund Expenditures: \$738,415

RECORD OF PROCEEDINGS

There being no public input, the public hearing portion of the budget was closed. Following further review and discussion, upon motion duly made by Director Sutton, seconded by Director Kane and, upon vote, it was unanimously

RESOLVED to approve the Resolution for the 2023 Budget for Lakes at Centerra Metropolitan District No. 3, and approve all other documents related to the 2023 budgets. The District Manager and/or Accountant is authorized to make minor modifications that may be necessary following receipt of final assessed values and file the necessary documents with the state and county regarding the approval of the final budgets.

LEGAL ITEMS

2023 Annual Administrative Matters Resolution: Mr. Pogue reviewed the 2023 Annual Administrative Matters Resolution with the Board and answered questions. Upon motion duly made by Director DePeder, seconded by Director Sutton and, upon vote, it was unanimously

RESOLVED to approve the 2023 Annual Administrative Matters Resolution, as presented.

2023 Election Resolution: Mr. Pogue reviewed the 2023 Election Resolution with the Board and answered questions. Upon motion duly made by Director DePeder, seconded by Director Sutton and, upon vote, it was unanimously

RESOLVED to approve the 2023 Election Resolution, as presented.

2023 Meeting Resolution: Mr. Pogue reviewed the 2023 Meeting Resolution with the Board and answered questions. Upon motion duly made by Director DePeder, seconded by Director Sutton and, upon vote, it was unanimously

RESOLVED to approve the 2023 Meeting Resolution, as presented.

DIRECTORS ITEMS

There were no items from the Directors to be presented.

OTHER ITEMS

There were no other items to be presented.

RECORD OF PROCEEDINGS

ADJOURNMENT

There being no further items to bring before the Board, the meeting was adjourned at 12:23 p.m.

Respectfully submitted,

Bryan Newby
Recording Secretary for the Meeting