

**MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
LIBERTY RANCH METROPOLITAN DISTRICT
HELD
NOVEMBER 14, 2024**

A Regular Meeting of the Board of Directors (referred to hereafter as the "Board") of the Liberty Ranch Metropolitan District (referred to hereafter as the "District") was convened on Thursday, the 14th day of November, 2024, at 6:00 p.m., via video / telephone conference (Zoom). The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Leata Byers, President
Kelley LeAnn Zamzow, Treasurer
Sean Byers, Secretary
Jeremiah Manning, Assistant Secretary
Suzanne Steigerwald, Assistant Secretary

Also In Attendance Were:

Peggy Ripko; Special District Management Services, Inc.

Elisabeth A. Cortese, Esq.; McGeady Becher Cortese Williams P.C.

Rob Lange; CliftonLarsonAllen LLP

Ryan Arp and Kimberly Edwards; Residents

**ADMINISTRATIVE
MATTERS**

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and 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. Director L. Byers disclosed that she is the President of the Liberty Ranch Homeowners Association, Inc.

Confirmation of Quorum/Meeting Location: Ms. Ripko confirmed the presence of a quorum and called the meeting to order. The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's meeting. It was noted that the meeting was held and properly noticed to be held via Zoom. The Board further noted that notice providing the meeting location and Zoom access information was duly posted and

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that they have not received any objections or any requests that the means of hosting the meeting be changed by taxpaying electors within the District's boundaries.

Designation of 24-Hour Posting Location: Following discussion, upon motion duly made by Director L. Byers, seconded by Director Manning, and upon vote unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted on the District website at least 24-hours prior to each meeting, or if the website is unavailable at the following locations: at the entrances to the community (north walkway at the intersection of Branding Iron Way and Weld County Road 7, south corner at the intersection of Liberty Drive and Weld County Road 5 ½ and the northeast corner at Stage Coach Drive and Bridle Drive). The Board designated the north walkway at the intersection of Branding Iron Way and Weld County Road 7, as the emergency posting location.

Agenda: Ms. Ripko presented for the Board's review and approval a proposed Agenda for the District's regular meeting.

Following discussion, upon motion, duly made by Director L. Byers, seconded by Director Manning and, upon vote unanimously carried, the Agenda was approved, as amended.

Minutes: The Board reviewed the Minutes of the November 16, 2023 Statutory Annual Meeting and the November 16, 2023 Special Meeting.

Following discussion, upon motion, duly made by Director Steigerwald, seconded by Director Manning and, upon vote unanimously carried, the Board approved the Minutes of the November 16, 2023 Statutory Annual Meeting and the November 16, 2023 Special Meeting.

Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices: The Board discussed the business to be conducted in 2025 and the proposed meeting schedule (Statutory Annual Meeting to be held November 13, 2025 at 6:00 p.m., with the Regular Meeting to follow at 6:00 p.m., with both meetings to be held via Zoom).

Following discussion, upon motion duly made by Director Zamzow, seconded by Director Steigerwald and, upon vote unanimously carried, the Board adopted the Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices, subject to incorporation of the revisions discussed.

Renewal of District Insurance and Special District Association ("SDA") Membership for 2025: Following discussion, upon motion, duly made by Director L. Byers, seconded by Director Manning, and upon vote unanimously carried, the Board approved renewal of the District's general liability insurance

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coverage, public officials' coverage, and workers' compensation coverage and directed Consultants to proceed accordingly. The Board further directed renewal of the District's SDA membership.

Website Accessibility Matters: Ms. Ripko updated the Board regarding the status of the District's compliance with website accessibility requirements. The appointment of a committee was not necessary.

PUBLIC COMMENT

None.

FINANCIAL MATTERS

Claims: The Board considered ratifying approval of the payment of claims in the amounts and through the periods ending as follows:

Fund	Period Ending Nov. 30, 2023	Period Ending Dec. 31, 2023	Period Ending Jan. 31, 2024	Period Ending Feb. 29, 2024
General	\$ 9,493.54	\$ 9,111.30	\$ 6,150.91	\$ 2,837.14
Debt	\$ -0-	\$ 4,000.00	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-	\$ 15,000.00
Total	\$ 9,493.54	\$ 13,111.30	\$ 6,150.91	\$ 17,837.14

Fund	Period Ending March 31, 2024	Period Ending April 30, 2024	Period Ending May 31, 2024	Period Ending June 30, 2024
General	\$ 4,570.94	\$ 2,649.54	\$ 2,696.95	\$ 3,274.97
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 4,570.94	\$ 2,649.54	\$ 2,696.95	\$ 3,274.97

Fund	Period Ending July 31, 2024	Period Ending Aug. 31, 2024	Period Ending Sept. 30, 2024	Period Ending Oct. 31, 2024
General	\$ 2,564.18	\$ 582.99	\$ 9,744.44	\$ 10,737.99
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ 30,000.00	\$ -0-	\$ -0-
Total	\$ 2,564.18	\$ 30,582.99	\$ 9,744.44	\$ 10,737.99

Following discussion, upon motion, duly made by Director L. Byers, seconded by Director Steigerwald and, upon vote unanimously carried, the Board ratified approval of the payment of claims, as presented.

Unaudited Financial Statements: The Board reviewed the unaudited financial statements for the period ending September 30, 2024 and the schedule of cash position statement dated September 30, 2024.

Following discussion, upon motion, duly made by Director Steigerwald, seconded by Director Zamzow and, upon vote unanimously carried, the Board accepted the District's unaudited financial statements for the period ending September 30, 2024 and the schedule of cash position statement dated September 30, 2024.

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Public Hearing on Amendment to 2024 Budget: The Board opened the public hearing to consider an amendment to the 2024 Budget.

It was noted that publication of the place, date and time of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received, and the public hearing was closed.

Following review and discussion, upon motion, duly made by Director L. Byers, seconded by Director Manning and, upon vote unanimously carried, the Board adopted the Resolution to Amend the 2024 Budget.

Public Hearing on 2025 Budget: The President opened the public hearing to consider the proposed 2025 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2025 Budget and the place, date and time of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received and the public hearing was closed.

The Board reviewed the estimated 2024 expenditures and the proposed 2025 expenditures.

Following discussion, upon motion, duly made by Director L. Byers, seconded by Director Manning and, upon vote unanimously carried, the Board approved the 2025 Budget, adopted a Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and a Resolution to Set Mill Levies (General Fund at 10.096 mills and Debt Service Fund at 63.105 mills, for a total mill levy of 73.201 mills), subject to adjustment as necessary per final assessed valuation and legislative action, and authorized execution of the Certification of Budget. The District Accountant was authorized to transmit the Certificate of Tax Levies to the Board of County Commissioners of Weld County, not later than December 15, 2024. Ms. Ripko was authorized to transmit the Certification of Budget to the Division of Local Government not later than January 31, 2025.

DLG-70 Mill Levy Certification Form: The Board considered authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form and Mill Levy Public Information form (“Certifications”) for certification to the Board of County Commissioners and other interested parties.

Following discussion, upon motion, duly made by Director Manning, seconded by Director L. Byers and, upon vote unanimously carried, the Board authorized the District Accountant to prepare and sign the Certifications for certification to the Board of County Commissioners and other interested parties.

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Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan: Attorney Cortese discussed the Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan.

Following discussion, upon motion, duly made by Director L. Byers, seconded by Director Zamzow and, upon vote unanimously carried, the Board adopted the Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan, subject to finalization of 2025 Budget numbers.

Appointment of District Accountant to Prepare 2026 Budget: The Board entered into discussion regarding appointment of the District Accountant to prepare the 2026 Budget and setting the date for the Public Hearing to adopt the 2026 Budget.

Following discussion, upon motion, duly made by Director L. Byers, seconded by Director Manning and, upon vote unanimously carried, the Board appointed the District Accountant to prepare the 2026 Budget.

2023 Audit: The Board reviewed the 2023 Audit.

Following discussion, upon motion, duly made by Director L. Byers, seconded by Director Zamzow and, upon vote unanimously carried, the Board ratified approval of the 2023 Audit and authorization of execution of Representations Letter.

Engagement of Wipfli LLP for Preparation of 2024 Audit: The Board considered the engagement of Wipfli LLP for the preparation of the 2024 Audit.

Following discussion, upon motion, duly made by Director Zamzow, seconded by Director L. Byers and, upon vote unanimously carried, the Board approved the engagement of Wipfli LLP for the preparation of the 2024 Audit, for an amount not to exceed \$7,000.00.

LEGAL MATTERS

Resolution Calling May 6, 2025 Regular Election: The Board discussed the Resolution Calling a Regular Election for Directors May 6, 2025, appointing the Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election.

Following discussion, upon motion, duly made by Director L. Byers, seconded by Director Manning and, upon vote, unanimously carried, the Board adopted the Resolution Calling a Regular Election for Directors May 6, 2025, appointing Peggy Ripko as the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election.

Section 32-1-809, C.R.S. Requirements (Transparency Notice): The Board discussed the requirements of Section 32-1-809, C.R.S. with the Board. The Board

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directed Ms. Ripko to post the Special District Transparency Notice on the District Website and the SDA website.

OTHER MATTERS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director L. Byers, seconded by Director Zamzow, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By  _____