

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

WRIGHT FARMS METROPOLITAN DISTRICT

Held: Thursday, November 2, 2023 at 7:00 p.m.  
Wright Farms Anythink Library  
5877 East 120<sup>th</sup> Avenue  
Thornton, CO 80602

### Attendance

The regular meeting of the Board of Directors of the Wright Farms Metropolitan District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance:

Heidi Farfel  
Nsesa Kazadi  
James A. Ray  
Kris Simons

Also in attendance were Jeffrey E. Erb and Glory S. Schmidt, Erb Law, LLC; Curtis Bourgouin, CliftonLarsonAllen, LLP; Judy Haberer, District Administrator; and Jim Ihnen, JBK Landscape, LLC. No members of the public were in attendance.

### Call to Order

Director Ray noted that a quorum of the Board was present and the Directors confirmed their continuing qualification to serve. The meeting was called to order at 7:07 p.m.

### Disclosure Matters

The Directors reported that they had disclosed their interests as owners of property located in the District. Written disclosures of these interests have been filed with the Secretary of State.

The District Board reviewed the agenda for the meeting, following which, each District Board member had the opportunity to identify any additional conflicts. No additional conflicts were identified.

### Public Comment

There was no public comment.

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Minutes of October 12, 2023 Board Meeting      The District Board reviewed the minutes from the October 12, 2023 District Board special meeting. Following discussion, upon motion made, second and unanimously carried, the minutes were approved as presented.

Financial Matters      Mr. Bourgouin presented the District's financials through the end of October 2023. He reviewed the balance sheet, general fund, conservation trust fund, property tax receipt status, capital assets, and water usage. Mr. Bourgouin reported that the invoice for the Holly Crossing irrigation project will appear in next month's financials. Mr. Ihnen reported that water in the District was shut off the week of October 23<sup>rd</sup>, and therefore water usage in the District will decrease. Mr. Bourgouin also reviewed with the District Board the cash position and claims payable.

Upon motion made, seconded and unanimously carried, the financials and cash position were accepted as presented and claims payable approved.

The District Board then discussed the District's options for investment in either Certificates of Deposit ("CDs") or Money Market accounts. The District Board further discussed current CD interest rates based on rate calculations prepared by Mr. Bourgouin. The District Board directed Mr. Bourgouin to research the District's options regarding the District's ability to invest in individual investment portfolios at the next District Board meeting. The District Board also directed Mr. Erb to research and report on what investments special districts are allowed to partake in at the next District Board meeting.

Next, the District Board discussed the updated draft 2024 Budget. Mr. Bourgouin highlighted the changes to the draft 2024 Budget since the prior District Board meeting, including the addition of a line item for both capital outlay and trash services. Mr. Ihnen discussed adding a line item for tree removal in 2024. Mr. Bourgouin indicated the draft 2024 Budget addressed this need. The District Board opened the public hearing for the draft 2024 Budget at 7:28 p.m. No members of the public were present and no public comment was made. The public hearing was closed at 7:30 p.m. The District Board discussed the publication requirement for the public meeting, noting all statutory requirements have been fulfilled. The District Board also discussed the effect of Proposition HH on the District's ability to approve the 2024 Budget. The District Board determined that it could approve a \$400,000 revenue and

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then CLA could adjust the mill levy accordingly, regardless of whether Proposition HH passes at the November 2023 election.

Upon motion made, seconded and unanimously carried, the Resolution of the Board of Directors of the Wright Farms Metropolitan District For the Calendar Year 2024 (1) Summarizing Expenditures and Revenues for Each Fund and Adopting a Budget; (2) Levying Property Taxes for Collection to Help Defray the Costs of Government; and (3) Appropriating Sums of Money to Each Fund in the Amounts and for the Purposes Set Forth Herein was approved as presented, including authorizing CLA to adjust the District's mill levy so as not to exceed its self-imposed \$400,000 revenue limit.

Mr. Bourgouin also informed the board that due to Proposition HH, the CLA principals will sign the mill levy certification this year, but the Board of Directors will sign it next year.

## Attorney Report

Ms. Schmidt reported that the Frequently Asked Questions (“FAQs”) regarding annexation into the City of Thornton were posted on the District's website.

Mr. Erb then reported on the status of the First Amendment to the District's Service Plan. The District Board discussed what trash services will be available for District residents and the costs for these services.

Ms. Schmidt discussed next steps regarding reducing the 811 locate notifications, including setting up a meeting with Mr. Ihnen and 811 to map where District-owned and maintained irrigation assets are located.

Mr. Erb reviewed the 2024 Annual Administration Resolution, addressing each line item and statutory requirements. Upon motion made, seconded and unanimously carried, the 2024 Annual Administration Resolution of the Board of Directors of the Wright Farms Metropolitan District was approved as presented.

Mr. Erb also discussed what conflicts should be disclosed by the Board of Directors, Mr. Erb then instructed Board members to fill out their conflict-of-interest disclosure forms for 2024.

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## JBK Report

Mr. Ihnen reported that JBK Landscape finished the Holly Crossing irrigation project and will continue to reseed the areas surrounding the irrigation assets. He also reported that all irrigation within the District is winterized and water is shut off. Mr. Ihnen reported that the rip-rap installation has been completed. Next, Mr. Ihnen reported that leaf clean-up will continue until all trees are bare. The Board enquired about when spring flowers will be ordered, and Mr. Ihnen reported he is in the process of preparing that order now and that it will look similar to last year's flower order.

Lastly, Mr. Ihnen updated the District Board on the Holly St. tree removal project indicating the tree is not yet removed because of safety concerns that will need to be addressed through traffic control.

## District Administrator Report

Ms. Haberer noted that the winter newsletter is being prepared. Additionally, Ms. Haberer reported that pavilion reservations are completed for the year.

There were no notable hotline calls.


## Other Business

Director Kazadi reported to the District Board the status of the playground, bench, and exercise equipment installation within the District's parks. Director Kazadi reported she has communicated with several different playground consultants to assist with this project. The District Board discussed initiating the project in the spring of 2024.

Next, the District Board discussed having a holiday party in December.

## Adjournment

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 8:30 p.m.



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Secretary for the Meeting