

## RECORD OF PROCEEDINGS

---

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE STC METROPOLITAN DISTRICT NO. 1 HELD NOVEMBER 6, 2024

A Regular Meeting of the Board of Directors (referred to hereafter as the "Board") of the STC Metropolitan District No. 1 (referred to hereafter as the "District") was convened on Wednesday, the 6<sup>th</sup> day of November, 2024, at 9:00 A.M. This District Board meeting was held via Zoom and via telephone conference. The meeting was open to the public.

---

#### **ATTENDANCE**

##### **Directors In Attendance Were:**

James A. Brzostowicz; President  
Terry Willis; Treasurer  
Guy 'Anthony' Harrigan; Assistant Secretary  
Geoffrey Weathers; Assistant Secretary

##### **Also In Attendance Were:**

Peggy Ripko and Michelle Gardner ; Special District Management Services, Inc.

Jennifer L. Ivey, Esq. and Lance Ingalls, Esq. ; Icenogle Seaver Pogue, P.C.

Diane Wheeler and Morgan Wheeler ; Simmons & Wheeler, P.C.

Bill Jenks; Ranch Capital, LLC

Jill Mendoza; Town of Superior

Ana Lamarque, Rachael Tittle, Stacy Bruss, and Ryan Hitchler; District Residents

---

#### **PUBLIC COMMENTS**

There were no public comments.

---

#### **DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST**

**Disclosure of Potential Conflicts of Interest:** The Board noted it was in receipt of disclosures of potential conflicts of interest statements for each of the Directors and that the statements had been filed with the Secretary of State at least seventy-two hours in advance of the meeting. Ms. Ripko requested that the Directors review the Agenda for the meeting and advised the Board to disclose any new conflicts of interest which had not been previously disclosed. No further disclosures were made by Directors present at the meeting.

---

## RECORD OF PROCEEDINGS

---

### **ADMINISTRATIVE MATTERS**

**Quorum/Confirmation of Meeting Location/Posting of Notice:** Ms. Ripko confirmed the presence of a quorum. 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 Board meeting. Following discussion, and upon motion duly made by Director Harrigan, seconded by Director Brzostowicz, and upon vote unanimously carried, the Board determined to conduct the meeting to conduct the meeting via videoconference/teleconference. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

**Agenda:** The Board reviewed the proposed Agenda for the District's Regular Meeting.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Harrigan and, upon vote, unanimously carried, the Board approved the Agenda.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Harrigan, seconded by Director Brzostowicz, 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 at least 24 hours prior to each meeting on the District's website at: [https:// stcmd1-3.colorado.gov](https://stcmd1-3.colorado.gov).

**Minutes of the November 1, 2023 Regular Meeting and November 1, 2023 Annual Meeting:** The Board deferred this matter.

**District Insurance and Special District Association ("SDA") Membership:** The Board discussed renewing the District's insurance and SDA membership for 2025.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Willis, and upon vote unanimously carried, the Board approved the renewal of the Districts' insurance and SDA membership for 2025.

**Annual Report:** The Board reviewed the 2023 Annual Report.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Willis and, upon vote, unanimously carried, the Board ratified approval of the 2023 Annual Report.

---

### **FINANCIAL MATTERS**

**Unaudited Financial Statements:** Ms. Wheeler presented to the Board the unaudited financial statements through the period ending June 30, 2024.

## RECORD OF PROCEEDINGS

---

Following review and discussion, upon motion duly made by Director Brzostowicz, seconded by Director Willis and, upon vote, unanimously carried, the Board accepted the unaudited financial statements through the period ending June 30, 2024.

**2023 Audit:** Ms. Wheeler reviewed the 2023 draft Audited Financial Statements with the Board.

Following review and discussion, upon motion duly made by Director Willis, seconded by Director Brzostowicz and, upon vote, unanimously carried, the Board ratify approval of the 2023 Audited Financial Statements and authorized execution of the Representations Letter.

**Preparation of the 2024 Audit:** The Board reviewed the proposal from Dazzio & Associates, PC to perform the 2024 Audit.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Harrigan and, upon vote, unanimously carried, the Board approved the engagement of Dazzio & Associates, PC to perform the 2024 Audit, for an amount not to exceed \$4,700.

### **Public Hearing on Proposed 2024 Budget Amendment:**

**2024 Budget Amendment Hearing:** The President opened the public hearing on the proposed 2023 budget amendment consistent with published notice.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2024 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to or at this public hearing. No public comments were received and the President closed the public hearing.

Following review and discussion, Director Brzostowicz moved to adopt the Resolution to Amend 2024 Budget, Director Weathers seconded the motion and, upon vote, unanimously carried, the Board adopted Resolution No. 2024-11-01 to Amend the 2024 Budget and appropriate the funds in accordance therewith. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

### **Public Hearing on Proposed 2025 Budget:**

**2025 Budget Hearing:** 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 date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were

## RECORD OF PROCEEDINGS

---

received prior to or at this public hearing. No public comments were received, and the President closed the public hearing.

Ms. Wheeler reviewed the estimated year-end 2024 revenues and expenditures and the proposed 2025 estimated revenues and expenditures.

Upon motion duly made by Director Harrigan, seconded by Director Weathers, and upon vote unanimously carried, the Board approved the 2025 Budget, as discussed, and considered adoption of Resolution No. 2024-11-02 to Adopt the 2025 Budget and Set Mill Levies (12.335 mills in the General Fund and 61.683 mills in the Debt Service Fund, for a total mill levy of 74.018 mills.) Following discussion, upon vote unanimously carried, the Board adopted the Resolutions and authorized execution of the Certification of Budget. The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Boulder County not later than December 15, 2024. District Counsel was directed to transmit the Certification of Budget to the Division of Local Government no later than January 30, 2025.

---

### **LEGAL MATTERS**

**Resolution No. 2024-11-03 Annual Resolution:** The Board reviewed Resolution No. 2024-11-03 Annual Resolution.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Harrigan, and upon vote unanimously carried, the Board adopted Resolution No. 2024-11-03 Annual Resolution.

**Resolution No. 2024-11-04 Calling May 6, 2025 Election:** The Board discussed the May 6, 2025 election.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Harrigan, and upon vote unanimously carried, the Board adopted Resolution No. 2024-11-04 Calling a May 6, 2025 Directors' Election which appointed Peggy Ripko as the Designated Election Official and authorized her to perform all tasks required for the May 6, 2025 Regular Election of the Board of Directors for the conduct of a mail ballot election.

**Memorandum Regarding HB 21-1110 and Rules Establishing Technology Accessibility Standards:** Attorney Ivey reviewed Memorandum Regarding HB 21-1110 and Rules Establishing Technology Accessibility Standards with the Board.

**Resolution Adopting Technology Accessibility Standards:** The Board reviewed Resolution Adopting Technology Accessibility Standards.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Harrigan, and upon vote unanimously carried, the Board adopted the Resolution Adopting Technology Accessibility Standards.

## RECORD OF PROCEEDINGS

---

**2024 Legislative Memorandum:** Attorney Ivey reviewed the 2024 Legislative Memorandum with the Board.


---

**OTHER MATTERS** There were no other matters to discuss.

---

**ADJOURNMENT** There being no further business to come before the Board at this time, upon motion duly made by Director Brzostowicz, seconded by Director Harrigan and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By   
Secretary for the Meeting