

## RECORD OF PROCEEDINGS

---

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE ANTHEM WEST METROPOLITAN DISTRICT (THE “DISTRICT”) HELD MAY 20, 2024

A regular meeting of the Board of Directors of the Anthem West Metropolitan District (referred to hereafter as the “Board”) was convened on Monday, May 20, 2024, at 1:00 p.m., at the Anthem Recreation Center, Multi-Purpose Room 2 / Aspen Lodge Conference Room, 16151 Lowell Boulevard, Broomfield, Colorado. The meeting was open to the public.

#### **ATTENDANCE**

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

Louis Lipp, President  
Robert Nielsen, Assistant Secretary  
Alex Stelzer, Assistant Secretary  
Steve Nelson, Assistant Secretary

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

Peggy Ripko; Special District Management Services, Inc. (“SDMS”)

Suzanne Meintzer, Esq; McGeady Becher P.C.

Georgia Harland; Simmons & Wheeler, P.C.

Amanda Gildea; Colorado CPA Company PC (via telephone)

#### **ADMINISTRATIVE MATTERS**

**Disclosure of Potential Conflicts of Interest:** The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. Attorney Meintzer noted that the District consultants were unaware of any potential conflicts of interest that were required to be disclosed to the Secretary of State, and therefore, that potential conflicts of interest were not filed for these resident Board Members in advance of this meeting. The Board Members were requested to disclose any potential conflicts of interest with regard to any matters listed on the Agenda. The Board Members reported they did not have any potential conflicts of interest to disclose.

**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. It was noted that the meeting was conducted at the above-stated date, time and location, which is within 20 miles

## RECORD OF PROCEEDINGS

---

of the District. 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 Agenda for the meeting.

Following discussion, upon motion duly made by Director Nelson, seconded by Director Nielsen, and upon vote unanimously carried, the Board approved the Agenda, and excused the absence of Director Ward.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Nelson, seconded by Director Nielsen, 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 within the boundaries of the District as least 24 hours prior to each meeting on the District's website, and if the website is unavailable at the Aspen Lodge Recreation Center, 16151 Lowell Boulevard, Broomfield, CO 80023.

**Minutes of the November 30, 2023 Special Meeting and the November 30, 2023 Statutory Annual Meeting:** The Board reviewed the Minutes of the November 30, 2023 Special Meeting and the November 30, 2023 Statutory Annual Meeting.

Following review, upon motion duly made by Director Nelson, seconded by Director Stelzer, and upon vote unanimously carried, the Board approved the Minutes of the November 30, 2023 Special Meeting and the November 30, 2023 Statutory Annual Meeting.

**2024 SDA Conference:** The Board discussed the 2024 Special District Association's Annual Conference in Keystone on September 10, 11 and 12, 2024.

Following discussion, upon motion duly made by Director Lipp, seconded by Director Nelson and, upon vote unanimously carried, the Board authorized Director Stelzer to attend the 2024 Special District Association's Annual Conference in Keystone on September 10, 11 and 12, 2024.

### **PUBLIC COMMENT**

There were no public comments.

## RECORD OF PROCEEDINGS

---

### **FINANCIAL MATTERS**

**Payment of Claims:** The Board considered ratification of the approval of the payment of claims as follows:

	Period ending Dec. 31, 2023	Period ending Jan. 31, 2024	Period ending Feb. 29, 2024
General Fund	\$ 4,092.40	\$ 7,500.95	\$ 2,745.08
Debt Service Fund	\$ -0-	\$ -0-	\$ -0-
Capital Fund	\$ -0-	\$ -0-	\$ -0-
Payroll	\$ 461.75	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 4,554.15</b>	<b>\$ 7,500.95</b>	<b>\$ 2,745.08</b>

	Period ending Mar. 31, 2024	Period ending Apr. 30, 2024
General Fund	\$ 2,031.98	\$ 849.40
Debt Service Fund	\$ -0-	\$ -0-
Capital Fund	\$ -0-	\$ -0-
Payroll	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 2,031.98</b>	<b>\$ 849.40</b>

Following discussion, upon motion duly made by Director Lipp, seconded by Director Nelson and, upon vote unanimously carried, the Board ratified approval of the payment of the claims.

**Unaudited Financial Statements and Cash Position:** Ms. Harland reviewed the unaudited financial statements and cash position for the period ending March 31, 2024 with the Board.

Following discussion, upon motion duly made by Director Stelzer, seconded by Director Nelson, and upon vote unanimously carried, the Board accepted the unaudited financial statements and cash position for the period ending March 31, 2024.

**2023 Audit:** Ms. Gildea reviewed the 2023 Audit with the Board.

Following discussion, upon motion duly made by Director Lipp, seconded by Director Stelzer, and upon vote unanimously carried, the Board approved the 2023 Audit, subject to final legal review, and authorized execution of the Representations Letter.

### **LEGAL MATTERS**

**2024 Legislation:** Attorney Meintzer provided an overview to the Board regarding 2024 Legislation that may impact the District, including the extension related to compliance with ADA requirements for district websites, property tax reporting and the assessment rate reduction.

---

## RECORD OF PROCEEDINGS

---


### **OTHER BUSINESS**

There was no other business.

### **ADJOURNMENT**

There being no further business to come before the Board at this time, the meeting was adjourned.

Respectfully submitted,

By   
Secretary for the Meeting