

*NORTHFIELD METROPOLITAN DISTRICTS*

**RECORD OF PROCEEDINGS  
MINUTES OF THE JOINT SPECIAL MEETING  
OF THE BOARDS OF DIRECTORS OF  
NORTHFIELD METROPOLITAN DISTRICTS Nos. 1 & 2**

**HELD:** November 03, 2022, at 9:00 a.m.

**ATTENDANCE:**

The joint special meeting of the Boards of Directors of the Northfield Metropolitan Districts Nos. 1 & 2 (collectively, the “Board”) was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Jason Sherrill  
Jon Mosier  
Rahul Majumdar

Director Tamara Sherrill and Director Deborah Mosier were absent and excused.

Also, present were Robert Rogers, Esq., of White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel, Guy Johnson and Jackie Johnson, District Management.

**CALL TO ORDER:**

Director Jason Sherrill noted that a quorum of the Board was present and called the meeting to order at 9:04 a.m.

**QUALIFICATION OF BOARD MEMBERS:**

Mr. Johnson reported that all the Board members are registered to vote in Colorado and are residents and/or owners or obligated to pay taxes on taxable real or personal property within the districts.

**DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:**

Mr. Johnson stated that all requirements for disclosure of potential conflicts of interest with the directors, noting that completed disclosure statements had been filed for each of the Directors with the Secretary of State and with the district at least 72 hours prior to a meeting in which a potential conflict may arise. All board members affirmed that no change to their conflicts of interest disclosures since the Secretary of State filings.

**APPROVAL OF AGENDA:**

Mr. Johnson presented the agenda and stated a last-minute revised affidavit prohibiting reimbursement for the Suniga Rd Project had been submitted from the City of Fort Collins. After further discussion,

Upon motion was made by Director Jason Sherrill and seconded by Director Jon Mosier and unanimously carried to approve the agenda with the changes to 6.d “Consider authorization of acknowledging affidavits, resolutions, and/or other incidental policies, actions, and approvals in connection with City of Fort Collins Suniga Oversizing Reimbursement Request.”

**PUBLIC COMMENTS:**

Board member Director Jason Sherrill opened the Public Comment portion of the meetings, and seeing no public present, this portion of the meeting was closed.

**CONSENT AGENDA ITEMS:**

These items are routine and will need approved by one motion.

Approval of Minutes from the September 07, 2022, meeting, Approval of the 2023 District Service Contract with District Resource, LLC, and Adoption of Transparency Notice Updates,

Upon motion made by Director Jason Sherrill and seconded by Director Jon Mosier and unanimously carried, the Consent Agenda items consisting of Approval of the minutes from the September 07, 2022, meeting, approval of the District Management Contract to District Resource, LLC, adoption of the Resolution Regarding the May 02, 2023, election, and Approval of the Transparency Notices, were approved.

**LEGAL MATTERS:**

Mr. Rogers presented the Annual Administrative Matters Resolutions, after further discussion,

Upon motion made by Director Jason Sherrill and seconded by Director Jon Mosier and unanimously carried, the Annual Administrative Matters Resolution was approved.

Mr. Rogers presented the Exclusion of Workers Compensation Insurance Resolution and Renewal of Liability and Property Coverage with the Special District Pool,

Upon motion made by Director Jason Sherrill and seconded by Director Jon Mosier and unanimously carried, the Exclusion of Workers Compensation Insurance Resolution and Renewal of Liability and Property Coverage with the Special District Pool were approved.

Mr. Johnson presented the engagement of John Cutler & Associates for the annual audits.

Upon motion made by Director Jason Sherrill and seconded by Director Jon Mosier and unanimously carried to approve the Letter of Engagement of John Cutler & Associates for the annual audits.

Mr. Rogers stated dates for the 2023 meetings should be established. The Service required the District to have 3 meeting in the calendar year. The board chose March 9, 2023, August 10, 2023, and November 09, 2023.

Mr. Rogers presented the Rules and Regulations for Northfield.

Upon motion made by Director Jason Sherrill, seconded by Director Jon Mosier and unanimously carried, the Rules and Regulations for Northfield were approved subject to ministerial adjustments from the district management team and the legal team as needed after the HOA approves its declarations.

Mr. Rogers discussed the status of the homeowner association and impact on maintenance cost sharing agreement. It was noted that this agreement had been approved by the Districts in the prior meeting, however, the HOA and Brownstone will be formalizing by earlier December to approve the Cost sharing agreement.

Mr. Rogers presented the revised Affidavits, resolutions, and/or other incidental policies, actions, and approval in connection with the City of Fort Collins Suniga Oversizing Reimbursement Request,

Upon motion made by Director Jason Sherrill, seconded by Director Jon Mosier, and unanimously carried the Affidavits, resolutions, and/or other incidental policies, actions, and approval in connection with the City of Fort Collins Suniga Oversizing Reimbursement Request was approved.

**FINANCIAL MATTERS:**

Mrs. Johnson reviewed with the Board the expenditures for NFMD #1 September 2022 through October 2022 totaling \$20,166.85,

Upon motion duly made by Director Jason Sherrill, seconded by Director Jon Mosier, and unanimously carried, the Board approved the payables for NFMD #1 September 2022 through October 2022 totaling \$20,166.85.

**2022 AMENDED BUDGET HEARING:**

Upon motion by Director Jason Sherrill, seconded by Director Jon Mosier and unanimously carried, the Boards opened the Public Hearing of the 2022 Amended Budget. Mrs. Johnson presented the Board with the Amended 2022 Budget, the board stated they had reviewed the budget prior to the meeting and had no changes to be made. With no further discussion of the 2022 Budget, Director Jason Sherrill closed the Public Hearing.

Upon motion duly made by Director Jason Sherrill, seconded by Director Jon Mosier, and unanimously carried, the Board: (1) Approved the Amended 2022 budget as presented; (2) Authorized the appropriation of funds for the expenditures set out in the budgets, (3) Authorized the President and the Secretary to sign the necessary documentation; and (4) Directed the District Manager to file the budgets with the Division of Local Government prior to January 31, 2023.

**2023 BUDGET HEARING:**

Upon motion by Director Jason Sherrill, seconded by Director Jon Mosier and unanimously carried, the Boards opened the Public Hearing of the 2023 Budget. Mr. Johnson presented the Board with the proposed 2023 Budget, the board stated they had reviewed the budget prior to the meeting and had no changes to be made. With no further discussion of the 2023 Budget, Director Jason Sherrill closed the Public Hearing.

Upon motion duly made by Director Jason Sherrill, seconded by Director Jon Mosier, and unanimously carried, the Board: (1) Approved the 2023 budget as presented, (2) Authorized the appropriation of funds for the expenditures set out in the budgets, (3) Certified the mill levies, (3) Authorized the President and the Secretary to sign the necessary documentation; and (4) Directed the District Manager to file the budgets with the Division of Local Government prior to January 31, 2023.

**DISTRICT MANAGERS REPORT:**

Mrs. Johnson stated:

1. **General District items:**
  - a. Periodic checking of job site work.
  - b. Working with Engineer on project work in progress.
  
2. **Web Site:**
  - a. Keeping web site up as needed and posting as needed.
  
3. **Clubhouse & Pool:**
  - a. N/A

**OTHER MATTERS:**

With no other matters before the board this portion of the meeting was closed

**ADJOURNMENT:**

Upon motion duly made by Director Jason Sherrill, seconded by Director Jon Mosier, and unanimously carried; the Board adjourned the joint meeting of the Board of Directors of the Northfield Metropolitan Districts Nos. 1 & 2 at 9:44 a.m.

The foregoing minutes constitute a true and correct copy of the minutes of the above-referenced meeting and was approved by the Board of Directors of Northfield Metropolitan Districts Nos. 1 & 2.



Guy D. Johnson, Secretary for the Meeting