

**RECORD OF PROCEEDINGS**

	<p><b>MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE RITORO METROPOLITAN DISTRICT</b></p> <p>Held: Wednesday, November 17, 2021, at 12:00 p.m.          The meeting was held by video/telephonic means without any individuals (neither District representatives nor the general public) attending in person. The District Board meeting was held and properly noticed to be held virtually. The meeting was open to the public.</p>
<p><b>ATTENDANCE:</b></p>	<p>A Special Meeting of the Board of Directors of the Ritoro Metropolitan District, Town of Elizabeth, County of Elbert, State of Colorado, 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:</p> <p style="text-align: center;">James E. Marshall, President          John Cheney, Treasurer          Shelley D. Marshall, Assistant Secretary</p> <p><u>Also present were:</u></p> <p style="text-align: center;">MaryAnn McGeady, Esq. and Jay Morse, Esq.,          McGeady Becher P.C.          Eric Weaver and James Shultz, Marchetti &amp; Weaver, LLC          Kurt C. Schlegel, Special District Solutions, Inc.</p>
<p><b>ADMINISTRATIVE MATTERS:</b></p>	
<p>Disclosure of Potential Conflicts of Interest</p>	<p>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. 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. It was noted by Attorney McGeady that disclosures of potential conflicts of interest were filed</p>

	with the Secretary of State for all directors, and no new conflicts of interest were disclosed at the meeting.
Quorum / Meeting Location / Posting of Notices / 24-Hour Posting Location	<p>Mr. Schlegel confirmed the presence of a quorum and Director James E. Marshall called the meeting to order at 12:06 p.m.</p> <p>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 Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board determined to conduct the meeting virtually. The Board further noted that notice of this meeting venue was duly posted and that no objections or requests that the meeting venue be changed were received from taxpaying electors within its boundaries.</p> <p>Mr. Schlegel reported that notice was posted on the District’s website at least 24 hours prior to the meeting in accordance with statute.</p>
Approval of Agenda / Absences	Upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board approved the agenda, as presented, and excused the absences of Directors Holly Robinson and Scott Marshall.
Consent Agenda	<p>Upon motion duly made by Director James E. Marshall, seconded by Director Shelley D. Marshall and, upon vote, unanimously carried, the Board approved the Consent Agenda items, as follows:</p> <p style="padding-left: 40px;">A. Approve the minutes of the August 18, 2021 Special Meeting.</p>
Resolution No. 2021-11-01, Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Location for Posting of 24-Hour Notices	<p>Mr. Schlegel reviewed the proposed Resolution with the Board. The Board scheduled Thursday, June 23, 2022 at 3:00 p.m. and Thursday, October 27, 2022, at 3:00 p.m. as regular 2022 meeting dates to be held virtually or in person, and to call special meetings as needed in 2022.</p> <p>Following review and discussion and upon a motion duly made by Director James E. Marshall, seconded by Director Cheney, and upon vote unanimously carried, the Board adopted Resolution No. 2021-11-01, Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Location for Posting of 24-Hour Notices.</p>

2022 Insurance Renewal and Special District Association (“SDA”) 2022 Membership	The Board authorized the renewal of the District’s insurance and SDA membership for 2022.
<b>PUBLIC COMMENT:</b>	There was no public comment.
<b>FINANCIAL MATTERS:</b>	
Claims for Payment	Mr. Weaver presented a list of payments made since the Board’s last meeting on August 18, 2021 for review and consideration. Following review and discussion and upon a motion duly made by Director James E. Marshall, seconded by Director Cheney, and upon vote unanimously carried, the Board ratified payments made totaling \$4,851.87 and approved the claims presented for payment totaling \$5,189.61, through the period ending November 17, 2021.
District Financial Statements	Mr. Weaver presented the District’s unaudited financial statements for the period ending September 30, 2021.  Following review and discussion and upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board accepted the unaudited financial statements for the period ending September 30, 2021.

<p>Resolution No. 2021-11-02; Resolution to Amend the 2021 Budget</p>	<p>Director Marshall opened the public hearing to consider a proposed amendment to the 2021 Budget.</p> <p>It was noted that publication of Notice stating that the Board would consider amendment of the 2021 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 the public hearing.</p> <p>No members of the general public were in attendance and no comments were received. The public hearing was closed.</p> <p>Mr. Weaver reviewed with the Board the proposed amendment to the 2021 budget.</p> <p>Following discussion, and upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board adopted Resolution No. 2021-11-02; Resolution to Amend the 2021 Budget for the purposes of bringing on a new accounting firm and increasing the General Fund from \$39,836 to \$59,836. Staff was directed to make the appropriate statutory filings.</p>
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<p>Resolution No. 2021-11-03, Resolution to Adopt Budget and Appropriate Sums of Money, and Resolution No. 2021-11-04, Resolution to Set Mill Levies</p>	<p>Director Marshall opened the public hearing to consider the proposed 2022 Budget and discuss related issues.</p> <p>It was noted that publication of Notice stating that the Board would consider adoption of the 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 the public hearing.</p> <p>No public comments were received, and the public hearing was closed.</p> <p>Mr. Weaver reviewed with the Board the estimated 2021 expenditures and the proposed 2022 expenditures.</p> <p>It was noted that the District would certify a General Fund mill levy of 11.132 mills and a Debt Service mill levy of 55.664 mills for a total of 66.796 mills for the 2022 Budget year.</p> <p>Upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon a vote unanimously carried the Board adopted Resolution No. 2021-11-03 to Adopt the 2022 Budget and Appropriate Sums of Money, and Resolution No. 2021-11-04 to Set Mill Levies. Staff was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Elbert County no later than December 15, 2021. Staff was further directed to transmit the Certification of Budget to the Division of Local Government no later than January 31, 2022.</p>
<p>Resolution No. 2021-11-05, Resolution Authorizing Adjustment of the District’s Mill Levy in Accordance with the Service Plan</p>	<p>Attorney McGeady presented the proposed Resolution authorizing the District to adjust the maximum mill levy to 55.664 mills, reflecting the statutory change in the ratio of valuation for assessment of residential real property to from 7.20% to 7.15%. Upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon a vote unanimously carried, the Board adopted Resolution No. 2021-11-05, Resolution Authorizing Adjustment of the District’s Mill Levy in Accordance with the Service Plan and the Colorado Constitution, Article X, Section 3.</p>

DLG-70 Certification of Tax Levies	Following discussion, upon motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board directed the District's Accountant to prepare, sign, and file the DLG-70 Certification of Tax Levies with the Board of County Commissioners and other interested parties.
2021 Audit Engagement	Mr. Weaver stated that he had not yet received an engagement letter from Fiscal Focus Partners, Inc. for performance of the 2021 Audit. Following discussion, and upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board approved the engagement of Fiscal Focus Partners, Inc. to perform the 2021 audit and capped that expense to not exceed \$7,500.00.
Preparation of 2023 Budget	Upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board appointed the District Accountant to prepare the 2023 Budget.
<b>LEGAL MATTERS:</b>	
Resolution No. 2021-10-06; Resolution Calling a Regular Election for Directors May 3, 2022	Attorney McGeady presented a Resolution calling for a Regular Election for Directors on May 3, 2022. Following discussion and upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board approved and adopted Resolution No. 2021-10-06 Calling a Regular Election for Directors on May 3, 2022, appointing Mr. Schlegel as the Designated Election Official ("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 (Annual Transparency Notice)	Following discussion, and upon a motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the Board directed management to prepare and file the Annual Transparency Notice for the District.
<b>OTHER BUSINESS:</b>	None
<b>EXECUTIVE SESSION:</b>	No Executive Session was required.
<b>NEXT SCHEDULED REGULAR MEETING:</b>	June 23, 2022 at 3:00 p.m.

<b>ADJOURNMENT:</b>	There being no further business coming before the Board, upon motion duly made by Director Shelley D. Marshall, seconded by Director James E. Marshall, and upon vote unanimously carried, the meeting was adjourned at 12:33 p.m.
	The foregoing Minutes were approved by the Board of Directors on June 23, 2022.
	<p>The foregoing record constitutes a true and correct copy of the Minutes of the above referenced meeting.</p> <p style="text-align: center;"><i>Kurt C. Schlegel</i></p> <hr style="width: 20%; margin-left: auto; margin-right: auto;"/> <p style="text-align: center;">Secretary</p>