

RECORD OF PROCEEDINGS

MINUTES OF SPECIAL MEETING OF PORTEOS BUSINESS IMPROVEMENT DISTRICT

HELD
December 10, 2020

The Board of Directors of the Porteos Business Improvement District held a special meeting, open to the public via Zoom at 5:30 p.m., Thursday, December 10, 2020. Notice of the meeting has been duly posted with the Adams County Clerk and Recorder and posted in within the boundaries of the District.

Due to the State of Emergency declared by Governor Polis and the threat to health and safety posed by the COVID-19 pandemic, this meeting was held via Zoom.

Attendance

Directors in Attendance via teleconference:

Seth C. Rollert, President (Joined at 5:38 p.m.)

Mark A. Adams, Treasurer

Melissa M. Shea, Secretary

Kristen Adams, Assistant Secretary

Yuriy Gorlov, Assistant Secretary

Also in Attendance via teleconference:

Alan Pogue, Icenogle Seaver Pogue, P.C. General Counsel

Diane Wheeler, Simmons & Wheeler, P.C.

Chris Fellows, Resolute Management LLC

Bill Wichterman, A&C Properties, Inc.

Call to Order

The meeting was called to order at 5:30 p.m. by Mr. Fellows, noting that a quorum was present. The Directors in attendance confirmed their qualifications to serve.

Conflict of Interest Disclosure

Mr. Pogue noted that notices of potential conflict of interest for all Board Members were filed with the Colorado Secretary of State's Office. Mr. Pogue advised the Board that pursuant to Colorado law, certain disclosures by the Board might be required prior to taking official action at a meeting. The Board reviewed the agenda for the meeting, following which each Board Member present confirmed the contents of the written disclosure previously made stating the fact and summary nature of any matters as required under Colorado law to permit official action to be taken at the meeting. Additionally, the Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

Agenda

The Board reviewed the agenda. Upon motion by Director Shea and seconded by Director Gorlov, the Board unanimously approved the agenda.

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Public Comment
Consent Agenda

There were no members of the public present.

The Boards considered the following item on the consent agenda:

Minutes from the District's special meeting held on April 16, 2020. Upon motion duly made by Director Shea, seconded by Director M. Adams, the Board unanimously resolved to approve the April 16, 2020 Special Meeting Minutes as presented.

Financial Matters

Ms. Wheeler presented to the Board the financials and the payables for ratification. Following discussion and upon motion made by Director K. Adams, seconded by Director M. Adams, the Board unanimously approved and ratified the claims as presented.

2021 Proposed Budget Hearing

Then public hearing was opened for the Proposed 2021 Budget for the District. Mr. Pogue reported that the notice of the hearing had been published on Tuesday, December 8, 2020, in *The Commerce City Sentinel Express* in accordance with state budget law. There being no public present, the hearing portion of the budget discussion was closed.

Ms. Wheeler presented the proposed 2021 budget and anticipated mill levies with the Board. The Budget by fund is as follows:

Mill Levy: 5.000
General Fund Expenditures: \$52,380

Upon motion by Director M. Adams and seconded by Director Shea the Board resolved to approve the Resolution to Adopt the 2021 Budget, Certify Mill Levies and to appropriate budgeted funds as discussed and approved by the Board at the meeting.

Adjournment

There being no further business to come before the Board, the meeting was adjourned at 5:43 p.m.


Recording Secretary for the Meeting