

**DANCING WILLOWS METROPOLITAN DISTRICT
REGULAR MEETING AGENDA**

<u>BOARD OF DIRECTORS</u>	<u>OFFICE</u>	<u>TERM EXPIRES</u>
Robert Faiks	President	May 2022
Douglas Cox	Vice President	May 2023
Ron Petroff	Secretary	May 2023
Bob Wessels	Treasurer	May 2022
Lee Jennings	Director	May 2022

PLEASE NOTE DATE AND TIME

DATE: Thursday, March 11, 2021
TIME: 6:30 p.m.
PLACE: Virtual Board Meeting

<https://zoom.us/j/92658893511>
Webinar ID: 9265 889 3511
Phone: 1 669 900 9128

1) ADMINISTRATIVE ITEMS:

- a. Call to Order
 - b. Present Disclosures of Potential Conflicts of Interest
 - c. Approval or Amendment to the Agenda
 - d. Review and Approve the Minutes of the December 10, 2020 (enclosure)
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2) PUBLIC COMMENT: (3-minute time limit per speaker)

3) HOA REPORTS:

- a. Patio Homes
 - b. Townhomes
 - c. Condominiums
-
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4) **MANAGEMENT:**

- a. Review and Consider Approval of the 2021 Annual Administrative Resolution (enclosure)
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5) **FINANCIAL ITEMS:**

- a. Ratification/Approval of Payment of Claims (enclosure)
 - b. Approve Financial Statements and Cash Position (enclosure)
-

6) **MANAGER'S REPORT:**

7) **COMMITTEE REPORTS:**

- a. Communications Committee
 - b. Landscaping Committee
 - c. Street Committee
 - d. Clubhouse Committee
 - e. Financial Committee
 - f. Monuments Committee
 - g. Snow Contract/Removal Committee
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8) **OTHER:**

9) **DIRECTOR'S ITEMS:**

- a. Discussion and Considerations of Summer 2021 Pool Operations.
 - b. Discussion and Considerations of Clubhouse Operations.
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10) **ADJOURNMENT:**

The next regular meeting is scheduled for Thursday, June 10, 2021

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF DANCING WILLOWS METROPOLITAN DISTRICT HELD THURSDAY, DECEMBER 10, 2020

A telephonic/digital Regular meeting of the Board of Directors of the Dancing Willows Metropolitan District was held on December 10, 2020, at 6:30 PM

ATTENDANCE

The regular meeting of the Board of Directors of the Dancing Willows Metropolitan District was called and held, as shown, in accordance with Colorado law. The following Directors were present:

In attendance were Directors:

Robert Faiks, President
Doug Cox, Vice President
Ron Petroff, Secretary
Bob Wessels, Treasurer
Lee Jennings, Director

Other participants identified in attendance:

Marcos Pacheco & Sue Blair, CRS of Colorado
Bill Anderson
Marcia Garcia
Jon & Gloria Steinmetz
Kay Jackson
Carol Swomley
Bob & Nancy Carson
Jim Wilson
Linda Davis
William Bristol
Linda Rohlman
Bob Daley
Greg & Susan Root
Jo Wessels
Linda Pocsik
Carol Flynn
Hallie Holland
Mary Okamatsu
Linda Stearns

CALL TO ORDER DISCLOSURE OF CONFLICTS OF INTEREST

The meeting was called to order by Director Faiks at 6:33 PM. There were no potential conflicts of interest that were disclosed.

AGENDA APPROVAL

Director Petroff moved that the Board approve the agenda as presented. Upon second by Director Cox vote was taken, and motion carried unanimously.

MINUTES

The Board reviewed the minutes of the June 16, 2020 meeting. Director Wessels suggested changes to the minutes. Director

RECORD OF PROCEEDINGS

Wessels moved to approve the minutes as amended. Upon second by Director Jennings, a vote was taken, and the motion carried unanimously.

The Board reviewed the minutes of the September 10, 2020 meeting. With no changes, Director Cox moved to approve the minutes as presented. Upon second by Director Jennings, a vote was taken, and the motion carried unanimously.

The Board reviewed the minutes of the November 30, 2020 meeting. With no changes, Director Jennings moved to approve the minutes as presented. Upon second by Director Wessels, a vote was taken, and the motion carried unanimously.

PUBLIC COMMENT

Director Wessels noted that he had been provided with an anonymous comment from a community member. This comment was directed to the Board. This individual requested that the Board consider having the hot tub open year-round.

Bob Daley addressed the Board regarding a trailer parked along the road adjacent to the senior citizen housing. There is a small flatbed trailer not properly marked and he recommended placing cones or other means of marking the location. Director Faiks noted that the District does not have jurisdiction on that road however, Jefferson County Sheriff's department has dealt with this trailer before. Director Faiks suggested that resident contact the sheriff's department if they are concerned about this vehicle.

HOA REPORTS

Patio Homes: Greg Root reported in the November meeting there were two board positions opened, with no volunteers. The two current board members whose terms were expiring agreed to continue serving on the board.

Townhomes: No report.

Condos: Hallie Holland reported on the changes to their board. Kay Jackson will now serve as Treasurer. The budget is under this year thanks to the Metro District helping with the snow removal and monuments. The Condo dues will not be increased next year.

MANAGEMENT CONTRACT REVIEW

Director Faiks: The formed Committee reviewed the contracts, completed some surveys, and presented options at the last meeting. A vote was tabled due to Board members wanting further information. The options are to continue with CRS or hire Fromm & Co. Director Wessels added that with new information received in the last 48 hours from CRS. He moved to request that all 6 bidders provide their best and final offer within one week and then take a vote via email. Director Jennings seconded with specification that each bidder use Exhibit A. Upon a vote, the motion did not pass. Directors Wessels and Jennings voted yes, while Directors Faiks, Cox, and Petroff voted no.

RECORD OF PROCEEDINGS

Director Wessels then introduced a motion to accept the Fromm & Co. proposal. The motion was not seconded.

Director Faiks moved to accept the modified proposal from CRS, at a fixed flat rate of \$42,000 per year noting that they will agree to be present for up to six meetings per year. Director Wessels asked if Audit prep was included in the flat rate and CRS answered in the affirmative. Upon second by Director Petroff, a vote was taken. The motion carried by a majority vote. Director Wessels voted no and Director Jennings abstained from the vote.

Director Cox thanked Director Wessels and the Committee for their hard work through this process.

FINANCIAL

Approval of Claims: The Board reviewed the claims represented by check nos. 2668 – 2681 and the autopayments of Century Link and Excel Energy. Director Wessels moved to approve the claims as presented. Upon second by Director Jennings, vote was taken, and motion carried unanimously.

Financial Statements and Cash Position: Mr. Pacheco reviewed the financial statements and cash position with the Board. After discussion and verification, Director Faiks moved that the Board accept the financial statements as presented. Upon second by Director Jennings, vote was taken, and motion carried.

2021 Audit Engagement: Director Wessels moved to approve the engagement of Haynie and Company as the Auditor. Upon second by Director Jennings, a vote was taken, and motion carried unanimously.

MANAGER'S REPORT

There were none.

COMMITTEE REPORTS

Communications: Director Wessels reported that notification of this meeting went out on Dancing Willows United. There was a survey link sent out that asked residents about the meeting and will remain open until December 12th. Jo Wessels announced that Lori Gray is moving, and therefore will be unable to continue with her duties as part of the Communications Committee. She thanked Lori for her commitment to the community and stated she will be missed. Linda Stearns will be the new member and has experience as a journalist.

Landscape: Director Jennings reported that a few volunteers decorated the monuments, and they look great. Five trees will be removed, and remaining trees will be trimmed of dead branches. He noted the Committees thanks to the Board and volunteers.

Street: No report.

Clubhouse: Director Cox reported that the clubhouse has gone

RECORD OF PROCEEDINGS

largely unused this year due to Covid-19 concerns. The clubhouse will need to be cleaned prior to general use. Funds allocated for furniture and window treatments were not used and revenue was low. It is still uncertain as to when the clubhouse can be used again. Nancy Carson noted that the clubhouse plumbing, lights, electrical are working properly.

Financial: No report.

Monument: Director Jennings reported that the monument refurbishing was completed and should be good for several years.

Snow: Director Jennings reported the contract has been signed and there was a small increase. He expects that the HOA's will report any areas that are not being addressed. Greg Root asked that an email be sent to each of the HOA boards with the steps to take.

ADOPTION OF 2021 BUDGET

Director Wessels gave a report and history of the budget planning process the committee had voted 5-0 on certifying a total mill levy of 65. Recently, Director Petroff noted that while he was a member of the Committee that voted to set the mill levy at 65, he is now recommending a mill levy of 60.

Director Jennings moved to increase the budgeted transfer from the general fund to the capital fund of \$150,000 to \$200,000. Upon second by Director Wessels, a vote was taken, and motion carried unanimously.

The Board reviewed the budget and discussed amendments. After discussion, Director Faiks moved to certify a total mill levy at 60 mills. Upon second by Director Cox, a vote was taken. The motion did not carry as Directors Wessels, Jennings, and Cox voted no.

Director Wessels introduced a motion to set the total mill levy at 65 mills. Upon second by Director Jennings, a vote was taken. Directors Jennings, Wessels, and Petroff voted in favor of the motion while Directors Faiks and Cox voted no. The motion carried by a majority vote.

Director Jennings moved adopt the 2021 budget as amended, certify a 46.300 mill levy for the general fund and an 18.700 mill levy for the debt service fund, totaling 65.000 mills, and appropriate 2021 expenditures. Upon second by Director Wessels, vote was taken, and motion carried unanimously.

DIRECTOR'S ITEMS

Pool Contract: Director Faiks recommended that the Board consider accepting the proposal from Perfect Pools for pool services. After discussion, Director Faiks moved to accept the proposal as presented. Upon second by Director Jennings, a vote was taken, and the motion carried unanimously.

RECORD OF PROCEEDINGS

Director Cox moved to add \$1,000 to the 2021 pool budget to allow for the pool to remain open beyond Labor Day. Upon second by Director Petroff, a vote was taken, and motion carried unanimously.

Snow Removal: Director Faiks discussed the snow removal that the District had agreed to perform for all property within the District, taking responsibility from the HOA's. Director Faiks moved that the Metro District cover all snow removal costs for the entire District and homeowner property in 2021. Upon second by Director Wessels, a vote was taken, and the motion carried unanimously.

Brown Brothers: Director Jennings reported that Brown Brother had provided a quote to perform road maintenance in 2021. He outlined the work to be performed on a map. Director Jennings moved to accept the Brown Brothers proposal in the amount up to \$145,000.00. Upon second by Director Petroff, a vote was taken, and the motion carried unanimously.

Director Wessels reminded everyone that there is a survey link that allows anyone attending this meeting to provide feedback. The survey will remain opened until December 12th.

ADJOURNMENT

Director Jennings moved that the meeting be adjourned at 8:52 p.m., upon second by Director Petroff a vote was taken, and the motion carried unanimously

Respectfully submitted,

Secretary for the Meeting

**DANCING WILLOWS METROPOLITAN DISTRICT
ANNUAL ADMINISTRATIVE RESOLUTION
(2021)**

CERTIFIED COPY OF RESOLUTION

STATE OF COLORADO)
) ss.
COUNTY OF JEFFERSON)

At the regular meeting of the Board of Directors of Dancing Willows Metropolitan District, Jefferson County, Colorado, held at 6:30 p.m. on Thursday, March 11, 2021. This meeting was held via Zoom, due to the Covid-19 pandemic.

Present were the following members of the Board:

Robert Faiks, President
Douglas Cox, Vice President
Ron Petroff, Secretary
Bob Wessels, Treasurer
R. Lee Jennings, Director

Also present was:

Marcos Pacheco, CRS of Colorado

When the following proceedings, were had and done, to wit:

It was moved by Director _____ to adopt the following Resolution:

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE DANCING WILLOWS METROPOLITAN DISTRICT
CONCERNING ANNUAL ADMINISTRATIVE MATTERS (2021)**

WHEREAS, Dancing Willows Metropolitan District (the “District”) was organized as a special district pursuant to an Order of the District Court in and for the County of Jefferson, Colorado (the “County”); and

WHEREAS, the Board of Directors of the District (the “Board”) has a duty to perform certain obligations on a recurring basis in order to assure the efficient operation of the District; and

WHEREAS, § 32-1-306, C.R.S., requires the District to file a current, accurate map of its boundaries with the Division of Local Government (the “Division”), the County Assessor and County Clerk and Recorder on or before January 1 of each year; and

WHEREAS, § 32-1-104(2), C.R.S., requires that the District, on or before January 15, file a copy of the notice required pursuant to § 32-1-809(1), C.R.S., with the County Board of County Commissioners (the “Board of County Commissioners”), the County Assessor, the County Treasurer, the County Clerk and Recorder, the governing body of the municipality in which the District is located, if applicable, and the Division, post the notice as required and make a copy of the notice available for public inspection at the District’s business office; and

WHEREAS, in accordance with § 32-1-809(1), C.R.S., not more than sixty (60) days prior to and not later than January 15 of each year, the District shall provide notice to the District’s eligible electors in the manner set forth in § 32-1-809(2), C.R.S.; and

WHEREAS, pursuant to § 32-1-104.8(1), C.R.S., the District is required to record a public disclosure document and map of the boundaries of the District with the County Clerk and Recorder, such public disclosure document shall contain certain information pertaining to the District as further described in § 32-1-104.8(1), C.R.S., and, pursuant to § 32-1-104.8(2), C.R.S., such public disclosure document and map shall be recorded with the County Clerk and Recorder and such public disclosure document(s) and map(s) shall be recorded with the County Clerk and Recorder at the same time of any decree or order confirming the inclusion of any real property into the boundaries of the District is recorded pursuant to § 32-1-105, C.R.S.; and

WHEREAS, the Local Government Budget Law of Colorado, §§ 29-1-101 to 29-1-115, C.R.S., requires the Board to hold a public hearing on proposed budgets and amendments thereto, to adopt budgets and to file copies of the budgets and amendments thereto with the Division; and

WHEREAS, § 39-5-128, C.R.S., requires the District to certify its mill levy with the Board of County Commissioners on or before December 15; and

WHEREAS, in accordance with the Public Securities Information Reporting Act, §§ 11-58-101, *et seq.*, C.R.S., issuers of non-rated public securities must file an annual report with the Department of Local Affairs within sixty (60) days of the close of the fiscal year; and

WHEREAS, in accordance with §§ 29-1-603 and 29-1-606, C.R.S., an annual audit of the financial statements for each fiscal year shall be prepared and submitted to the Board before June 30 and filed with the State Auditor by July 31; and

WHEREAS, pursuant to § 29-1-604(1), C.R.S., any local government where neither revenues nor expenditures exceed One Hundred Thousand Dollars (\$100,000) in any fiscal year commencing on or after January 1, 1998, may, with the approval of the State Auditor, be exempt from the provisions of the Colorado Local Government Audit Law, §§ 29-1-601, *et seq.*, C.R.S.; and

WHEREAS, pursuant to § 29-1-604(2)(b), C.R.S., any local government where revenues or expenditures for any fiscal year commencing on or after January 1, 2015, are least One Hundred Thousand Dollars (\$100,000) but not more than Seven Hundred and Fifty Thousand Dollars (\$750,000), may, with the approval of the State Auditor, be exempt from the provisions of the Colorado Local Government Audit Law, §§ 29-1-601, *et seq.*, C.R.S.; and

WHEREAS, pursuant to § 29-1-606(7), C.R.S., if the District has authorized but unissued general obligation debt as of the end of the fiscal year, the District shall submit its audit report or a copy of its application for exemption from audit to the governing body of the municipality in which the District is located, if applicable; and

WHEREAS, the Unclaimed Property Act, §§ 38-13-101, *et seq.*, C.R.S., requires that political subdivisions, if applicable, file an annual report listing unclaimed property with the State Treasurer; and

WHEREAS, §§ 32-1-101, *et seq.*, C.R.S., requires the District to publish certain legal notices in a newspaper of general circulation in the District; and

WHEREAS, the Directors may receive compensation for their services subject to the limitations imposed by §§ 32-1-902(3)(a)(I) & (II), C.R.S.; and

WHEREAS, pursuant to § 32-1-902(1), C.R.S., the Board shall elect officers of the District; and

WHEREAS, the Directors are governed by § 32-1-902(3)(b), C.R.S., which requires a Director to disqualify himself or herself from voting on an issue in which s/he has a conflict of interest, unless the Director has properly disclosed such conflict in compliance with law and files said conflict disclosure statements at least seventy-two (72) hours prior to any regular or special meeting of the District; and

WHEREAS, § 24-6-402(2)(c), C.R.S., specifies the duty of the Board to designate a posting place for notices of meetings (which posting place may be website, social media account, or other official online presence of the District), and requires that notice of such meetings be posted at least twenty-four (24) hours prior to said meeting; and

WHEREAS, § 32-1-903, C.R.S., requires that the Board shall meet regularly at a time and in a place to be designated by the Board and requires that notice of such meetings be posted in accordance with § 24-6-402(2); and

WHEREAS, elections may be held pursuant to the Colorado Local Government Election Code, §§ 1-13.5-101, *et seq.*, C.R.S., Special District Act, §§ 32-1-101, *et seq.*, C.R.S., and the Uniform Election Code of 1992, §§ 1-1-101, *et seq.*, C.R.S., for the purpose of: (1) electing members of the Board; (2) presenting certain ballot issues to the eligible electors of the District as required by Article X Section 20 of the Colorado Constitution; and (3) presenting certain ballot issues and questions to the eligible electors of the District; and

WHEREAS, § 1-5-102, C.R.S., specifies that the Board shall designate polling places for nonpartisan elections, other than coordinated elections, no later than twenty-five (25) days prior to an election; and

WHEREAS, § 1-11-103(3) and § 32-1-1101.5, C.R.S., require the District to notify the Division of the results of any elections held by the District within thirty (30) days after the election and to certify results of any election to incur general obligation indebtedness via certified mail to the Board of County Commissioners of each county in which the District is located or to the governing body of the municipality within forty-five (45) days after the election; and

WHEREAS, §§ 32-1-1604, C.R.S., requires the Board to record a notice of authorization of or notice to incur general obligation debt with the County Clerk and Recorder within thirty (30) days of authorizing or incurring said indebtedness; and

WHEREAS, in accordance with §§ 32-1-1101.5(1.5) and (2), C.R.S., the Board of County Commissioners or the governing body of the municipality may require the District to file an application for quinquennial finding of reasonable diligence; and

WHEREAS, pursuant to § 32-1-207(3)(c), C.R.S., the District, if requested, may be required to file an annual report with the Board of County Commissioners or the governing body of the municipality in which the District is located, the Division, the State Auditor, the County Clerk and Recorder and any interested parties entitled to notice pursuant to § 32-1-204(1), C.R.S.; and

WHEREAS, in accordance with the Colorado Governmental Immunity Act, §§ 24-10-101, *et seq.*, C.R.S., the Board is given authority to obtain insurance; and

WHEREAS, in accordance with the Workers' Compensation Act of Colorado, §§ 8-40-101 – 8-47-101, *et seq.*, C.R.S., the District is required to carry workers' compensation coverage for its employees, but the Board members may opt out of such coverage by the methods prescribed in the Workers' Compensation Act of Colorado.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE DANCING WILLOWS METROPOLITAN DISTRICT AS FOLLOWS:

1. The Board directs the District's manager to keep accurate maps on file with the Division, County Assessor and County Clerk and Recorder and shall submit any changes to the maps on or before January 1.
2. The Board directs the District's manager to file a copy of the notice otherwise required by § 32-1-809(1), C.R.S., with the Board of County Commissioners, the County Assessor, the County Treasurer, the County Clerk and Recorder, the governing body of the municipality in which the District is located, if applicable, and the Division on or before January 15. The Board hereby names the District's manager, as the contact person for the District. The contact person is authorized, under § 24-10-109(3)(b), C.R.S., to accept notices of claims against the District, and, if any such claim is received must promptly notify the President of the Board and the attorney for the District of such receipt.
3. In accordance with § 32-1-809(1), C.R.S., the Board hereby directs the District's manager, not more than sixty (60) days prior to and not later than January 15 of each year, to provide notice to the District's eligible electors in the manner set forth in § 32-1-809(2), C.R.S.
4. Pursuant to § 32-1-104.8(1), C.R.S., the Board hereby directs the District's legal counsel to prepare and record any amended public disclosure document(s) and map(s) with the County Clerk and Recorder pursuant to § 32-1-105, C.R.S., should any property be included into the boundaries of the District.
5. The Board directs the District's manager to submit a proposed budget to the Board by October 15, to prepare a final budget, including any amendments thereto, if necessary, and directs the District's manager to schedule a public hearing on the proposed budget, to prepare all budget resolutions and to file the certified copy of the adopted budget with budget message, and all resolutions adopting the budget, appropriating moneys and fixing the rate of any mill levy with the Division on or before January 30.
6. The Board directs the District's manager to certify the mill levy with the Board of County Commissioners on or before December 15.
7. The Board directs the District's manager to prepare and file with the Department of Local Affairs the annual public securities report for nonrated public securities issued by the District within sixty (60) days of the close of the fiscal year.
8. The Board directs the District's auditor to prepare an audit of the financial statements and submit such draft audit to the Board before June 30; further, the Board directs that the auditor file the final audit with the State Auditor by July

31. In the event that the timetable will not be met, the District's auditor and District's accountant are directed to request extensions of time to file the audit as needed. If the District is eligible for an audit exemption under applicable law, then the Board directs that the District's accountant apply for and obtain an audit exemption from the State Auditor on or before March 31.
9. The Board directs the District's accountant and auditor, if the District has authorized but unissued general obligation debt as of the end of the fiscal year, as follows: (1) if the District is eligible for an audit exemption pursuant to §§ 29-1-604(1) or (2), C.R.S., then, pursuant to § 29-1-606(7), C.R.S., the District's accountant shall submit a copy of the District's application for exemption to the Board of County Commissioners or the governing body of the municipality, and (2) if the District is required to submit an annual audit pursuant to §§ 29-1-601, *et seq.*, C.R.S., then, pursuant to § 29-1-606(7), C.R.S., the District's auditor shall submit its audit report to the Board of County Commissioners or the governing body of the municipality.
 10. The Board directs the District's manager to prepare the Unclaimed Property Act report and submit the same to the State Treasurer.
 11. The Board designates the Golden Transcript as a newspaper of general circulation within the boundaries of the District, or in the vicinity of the District if none is circulated within the District and directs that all legal notices shall be published in accordance with applicable statutes in the Golden Transcript.
 12. Pursuant to § 32-1-901, C.R.S., the District determines that each present and future member of the Board shall have in the District files, with annual confirmation thereof by the District's custodian of public records, a complete and executed Certificate of Appointment (if such Board member is appointed), current Oath of Office and applicable Surety Bond, and that copies of each be submitted to the Division of Local Government and the District Court as necessary and as may be requested.
 13. The Board of Directors of the District determines that each director shall receive compensation for services as directors, at the maximum rate allowed by law, in accordance with 32-1-902(3)(a)(I) & (II), C.R.S. The Board recognizes that the Internal Revenue Service has determined that directors of special districts are considered employees of the district and as such will pay federal employment taxes on the compensation, they receive for services performed as a director. The Board, therefore, directs the District's accountant to withhold federal employment taxes from the amount that the directors receive in compensation and to furnish each director with an annual IRS W-2 form.

14. The Board hereby elects the following officers for the District:

President:	Robert Faiks
Vice President:	Douglas Cox
Secretary:	Ron Petroff
Treasurer:	Bob Wessels
Director:	Robert L Jennings

15. The Board designates the following location as the District's physical posting place for notices of meetings, in addition to any website, social media account, or other official online presence of the District approved by the Board, pursuant to § 24-6-402(2)(c), C.R.S.:

Dancing Willows Clubhouse at 11893 West Long Circle, Littleton, Colorado, 80127

16. The Board determines to hold regular meetings quarterly starting in March on the second Thursday of the month at 6:30 p.m. at the Dancing Willows Clubhouse, 11893 West Long Circle, Littleton, Colorado. The District's manager shall revise the notices when the Board intends to make a final determination to issue or refund general obligation indebtedness, to consolidate the District, to dissolve the District, to file a plan for adjustment of debt under federal bankruptcy law, or to enter into a private contract with a director, or not to make a scheduled bond payment.

17. Sue Blair of Community Resource Services of Colorado, LLC, is hereby appointed as the "Designated Election Official" of the Board for any elections to be held during 2022 and any subsequent year. The Board hereby grants all powers and authority for the proper conduct of the election to the Designated Election Official, including, but not limited to, appointing election judges, appointing a canvass board and cancellation, if applicable, of the election.

18. The Board deems it expedient for the convenience of the electors that it shall establish a polling place for all regular and special elections of the District. There shall be one (1) polling place for the elections. This polling place shall be used for any regular or special elections to be held in 2022, and in each fiscal year thereafter until such polling place is changed by duly adopted resolution of the Board. Such polling place shall be located at the offices of Community Resource Services of Colorado, LLC, 7995 East Prentice Avenue, Suite 103E, Greenwood Village, Colorado 80111. All voters for the District shall vote at the designated polling place. Handicapped and nonresident voters shall vote at the same polling place. A map showing the District's boundaries is on file at the offices of the District's manager, Community Resource Services of Colorado, LLC, 7995 East Prentice Avenue, Suite 103E, Greenwood Village, Colorado 80111, and is available for examination by all interested persons.

19. In accordance with § 1-11-103(3) and § 32-1-1101.5, C.R.S., the District directs legal counsel and the Designated Election Official to notify the Division of the results of any elections held by the District within thirty (30) days after the election and to certify results of any election to incur general obligation indebtedness to the Board of County Commissioners or the governing body of the municipality within forty-five (45) days after the election.
20. In accordance with § 32-1-1604, C.R.S., the Board directs legal counsel to record a notice of authorization of or notice to incur general obligation debt with the County Clerk and Recorder within thirty (30) days of authorizing or incurring any indebtedness.
21. The Board directs the District's manager to prepare and file with the governing body of the municipality in which the District is located, if requested, the quinquennial finding of reasonable diligence in accordance with §§ 32-1-1101.5(1.5) and (2), C.R.S.
22. The Board directs the District's manager to prepare and file, if requested, the special district annual report.
23. The Board directs the District's Manager, Accountant and Legal Counsel, to provide continuing disclosure service if and as applicable to the bonds and other financial obligations of the District.
24. Pursuant to the provisions of the Colorado Public Deposit Protection Act, § 11-10.5-101, *et seq.*, C.R.S., the Board appoints the District Treasurer as the official custodian of public deposits.
25. The Board directs the District's manager to obtain proposals for insurance to insure the District against all or any part of the District's liability for injury; to insure the Directors acting within the scope of employment by the Board against all or any part of such liability for an injury; to insure against the expense of defending a claim for injury against the District or its Board. The Board will annually review all insurance policies in effect.

Whereupon, the motion was seconded by Director _____, and upon vote, unanimously carried.

ADOPTED AND APPROVED this 11th day of March 2021.

DANCING WILLOWS
METROPOLITAN DISTRICT

Robert Faiks, President

ATTEST:

Ron Petroff, Secretary

CERTIFICATION

I, Ron Petroff, Secretary of the Board of Directors of Dancing Willows Metropolitan District, do hereby certify that the annexed and foregoing resolution is a true copy from the records of the proceedings of the Board of said District on file with Community Resource Services of Colorado, LLC, manager to the District.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the District this 11th day of March 2021.

Ron Petroff, Secretary

Ranges:	From:	To:	From:	To:
Check Number	02682	02693	Check Date	First Last
Vendor ID	First	Last	Checkbook ID	First Last
Vendor Name	First	Last		

Ratify

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
02682	WESSELS	Bob Wessels	1/14/2021	1STBANK-CKG	PMCHK00000205	\$15.65
02683	CRS OF COLORADO	CRS of Colorado, LLC	1/14/2021	1STBANK-CKG	PMCHK00000205	\$4,167.00
02684	DOUG COX	Douglas Cox	1/14/2021	1STBANK-CKG	PMCHK00000205	\$15.52
02685	JIM CRISTELLO	Jim Cristello	1/14/2021	1STBANK-CKG	PMCHK00000205	\$200.00
02686	METRO SECURITY	Metro Security, Inc.	1/14/2021	1STBANK-CKG	PMCHK00000205	\$58.00
02687	WILLOWBROOK W&S	Willowbrook Water & Sanitation	1/14/2021	1STBANK-CKG	PMCHK00000206	\$361.93
02688	WESSELS	Bob Wessels	2/11/2021	1STBANK-CKG	PMCHK00000207	\$15.65
02689	CRS OF COLORADO	CRS of Colorado, LLC	2/11/2021	1STBANK-CKG	PMCHK00000207	\$3,530.03
02690	METRO SECURITY	Metro Security, Inc.	2/11/2021	1STBANK-CKG	PMCHK00000207	\$58.00
02691	SDA	Special District Association o	2/11/2021	1STBANK-CKG	PMCHK00000207	\$541.75
02692	UMB BANK, NA	UMB Bank, N.A.	2/11/2021	1STBANK-CKG	PMCHK00000207	\$400.00
02693	WILLOWBROOK W&S	Willowbrook Water & Sanitation	2/11/2021	1STBANK-CKG	PMCHK00000207	\$362.38
Total Checks: 12						Total Amount of Checks: \$9,725.91

Dancing Willows Metropolitan D
 VENDOR CHECK REGISTER REPORT
 Payables Management

Ranges:	From:	To:	From:	To:
Check Number	First	Last	Check Date	3/11/2021
Vendor ID	First	Last	Checkbook ID	First
Vendor Name	First	Last		Last

Sorted By: Check Number

* Voided Checks

Check Number	Vendor ID	Vendor Check Name	Check Date	Checkbook ID	Audit Trail Code	Amount
02694	CRS OF COLORADO	CRS of Colorado, LLC	3/11/2021	1STBANK-CKG	PMCHK00000208	\$3,517.65
02695	FIREPLACE SERVI	Fireplace Services Denver Flam	3/11/2021	1STBANK-CKG	PMCHK00000208	\$230.00
02696	KEESEN	Keesen Landscape Management, I	3/11/2021	1STBANK-CKG	PMCHK00000208	\$10,133.75
02697	METRO SECURITY	Metro Security, Inc.	3/11/2021	1STBANK-CKG	PMCHK00000208	\$116.00
02698	WILLOWBROOK W&S	Willowbrook Water & Sanitation	3/11/2021	1STBANK-CKG	PMCHK00000208	\$362.38

Total Checks: 5 Total Amount of Checks: \$14,359.78

Autopay			
Century Link	02.16.21	\$52.91	
Xcel Energy	02.02.21	\$1,433.79	
Xcel Energy	03.02.21	\$1,396.56	
		<u>\$2,883.26</u>	
		<u>\$14,359.78</u>	
		Total: \$17,243.04	

DANCING WILLOWS METROPOLITAN DISTRICT

FINANCIAL STATEMENTS

February 28, 2021

DANCING WILLOWS METROPOLITAN DISTRICT
COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS
February 28, 2021
Unaudited

	<u>General</u>	<u>Debt Service</u>	<u>Capital</u>	<u>Long-term Debt</u>	<u>Total Memo Only</u>
<u>ASSETS AND OTHER DEBITS</u>					
Current Assets					
Cash in checking - 1st Bank	\$ 21,855	\$ -	\$ -	\$ -	\$ 21,855
Cash in ColoTrust	422,006	155,096	309,961	-	887,063
Total Current Assets	<u>443,861</u>	<u>155,096</u>	<u>309,961</u>	<u>-</u>	<u>908,918</u>
Other Debits					
Amount to be provided for debt	-	-	-	3,537,259	3,537,259
TOTAL ASSETS AND OTHER DEBITS	<u>\$ 443,861</u>	<u>\$ 155,096</u>	<u>\$ 309,961</u>	<u>\$ 3,537,259</u>	<u>\$ 4,446,177</u>
<u>LIABILITIES AND FUND BALANCES</u>					
Current Liabilities					
Accounts payable	\$ 14,359	\$ -	\$ -	\$ -	\$ 14,359
Total Current Liabilities	<u>14,359</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>14,359</u>
Long Term Debt					
Bonds payable - Series 2017 Refunding	-	-	-	3,505,000	3,505,000
Accrued bond interest	-	-	-	32,259	32,259
Total Long Term Debt	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,537,259</u>	<u>3,537,259</u>
FUND BALANCES					
Tabor emergency reserves	14,910	-	-	-	14,910
Unassigned	428,820	-	-	-	428,820
Debt service - beginning fund balance	-	149,066	-	-	149,066
Capital - beginning fund balance	-	-	311,951	-	311,951
Current net change (deficit)	<u>(14,228)</u>	<u>6,030</u>	<u>(1,990)</u>	<u>-</u>	<u>(10,188)</u>
Total Fund Balances	<u>429,502</u>	<u>155,096</u>	<u>309,961</u>	<u>-</u>	<u>894,559</u>
TOTAL LIABILITIES AND FUND BALANCES	<u>\$ 443,861</u>	<u>\$ 155,096</u>	<u>\$ 309,961</u>	<u>\$ 3,537,259</u>	<u>\$ 4,446,177</u>

DANCING WILLOWS METROPOLITAN DISTRICT
GENERAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL
For the Two Months Ended February 28, 2021
Unaudited

	<u>YTD</u> <u>Actual</u>	<u>2021</u> <u>Budget</u>	<u>Variance</u> <u>Positive</u> <u>(Negative)</u>	<u>Percent</u> <u>of Budget</u> <u>(17% YTD)</u>
REVENUES				
Property taxes	\$ 16,062	\$ 447,442	\$ (431,380)	4%
Specific ownership taxes	3,605	40,000	(36,395)	9%
Clubhouse rentals	-	5,500	(5,500)	0%
Interest	95	1,000	(905)	10%
Conservation Trust Funds	-	1,500	(1,500)	0%
Miscellaneous income	-	1,500	(1,500)	0%
Total revenues	<u>19,762</u>	<u>496,942</u>	<u>(477,180)</u>	<u>4%</u>
EXPENDITURES				
<u>General</u>				
Audit	-	4,800	4,800	0%
County treasurer fees	241	6,712	6,471	4%
Directors' fees	-	3,000	3,000	0%
District management and accounting	7,000	42,000	35,000	17%
Insurance	11,208	11,700	492	96%
Legal	-	2,000	2,000	0%
Miscellaneous	84	2,000	1,916	4%
Payroll taxes	-	230	230	0%
SDA dues	542	550	8	99%
SDA conference attendance	-	1,000	1,000	0%
Contingency	-	10,000	10,000	0%
Emergency reserve	-	14,623	14,623	0%
Total general expenditures	<u>19,075</u>	<u>98,615</u>	<u>79,540</u>	<u>19%</u>
<u>Operations and Maintenance</u>				
Utilities	4,049	36,000	31,951	11%
Clubhouse maintenance	732	3,000	2,268	24%
Landscape contract	-	7,500	7,500	0%
Grounds and landscaping maintenance	-	9,000	9,000	0%
Irrigation repairs	-	3,000	3,000	0%
Street repairs and maintenance	-	1,000	1,000	0%
Pool chemicals, supplies and equipment	-	2,500	2,500	0%
Pool contract	-	8,500	8,500	0%
Pool maintenance	-	3,000	3,000	0%
Snow removal and tree watering	10,134	89,500	79,366	11%
Total O&M expenditures	<u>14,915</u>	<u>163,000</u>	<u>148,085</u>	<u>9%</u>
Total expenditures	<u>33,990</u>	<u>261,615</u>	<u>227,625</u>	<u>13%</u>
EXCESS OF REVENUES OVER (UNDER)				
EXPENDITURES	<u>(14,228)</u>	<u>235,327</u>	<u>(249,555)</u>	<u>-6%</u>
OTHER FINANCING USES				
Transfer to Capital Reserve Fund	-	(449,947)	(449,947)	0%
Total other financing uses	<u>-</u>	<u>(449,947)</u>	<u>(449,947)</u>	<u>0%</u>
NET CHANGE IN FUND BALANCE	<u>(14,228)</u>	<u>(214,620)</u>	<u>200,392</u>	
BEGINNING FUND BALANCE	<u>443,730</u>	<u>396,317</u>	<u>47,413</u>	
ENDING FUND BALANCE	<u>\$ 429,502</u>	<u>\$ 181,697</u>	<u>\$ 247,805</u>	

**DANCING WILLOWS METROPOLITAN DISTRICT
DEBT SERVICE FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL
For the Two Months Ended February 28, 2021
Unaudited**

	<u>YTD Actual</u>	<u>2021 Budget</u>	<u>Variance Positive (Negative)</u>	<u>Percent of Budget (17% YTD)</u>
REVENUES				
Property taxes	\$ 6,487	\$ 180,717	\$ (174,230)	4%
Interest	40	2,000	(1,960)	2%
Total revenues	<u>6,527</u>	<u>182,717</u>	<u>(176,190)</u>	<u>4%</u>
EXPENDITURES				
Bond principal	-	45,000	45,000	0%
Bond interest	-	132,300	132,300	0%
County treasurer fees	97	2,711	2,614	4%
Paying agent fees	400	400	-	100%
Total expenditures	<u>497</u>	<u>180,411</u>	<u>179,914</u>	<u>0%</u>
NET CHANGE IN FUND BALANCE	6,030	2,306	3,724	
BEGINNING FUND BALANCE	<u>149,066</u>	<u>149,395</u>	<u>(329)</u>	
ENDING FUND BALANCE	<u>\$ 155,096</u>	<u>\$ 151,701</u>	<u>\$ 3,395</u>	

**DANCING WILLOWS METROPOLITAN DISTRICT
CAPITAL FUND
STATEMENT OF REVENUES, EXPENDITURES AND CHANGE IN FUND BALANCE
BUDGET AND ACTUAL
For the Two Months Ended February 28, 2021
Unaudited**

	YTD Actual	2021 Budget	Variance Positive (Negative)	Percent of Budget (17% YTD)
REVENUES				
Total revenues	\$ -	\$ -	\$ -	\$ -
EXPENDITURES				
Clubhouse - furniture replacement	1,990	7,000	5,010	28%
Refrigerator	-	2,000	2,000	0%
Street paving/sealing/sidewalk/gutter maintenance	-	142,048	142,048	0%
Concrete removal and replacement	-	21,855	21,855	0%
Portable audio system	-	1,000	1,000	0%
Unidentified	-	50,000	50,000	0%
Total expenditures	<u>1,990</u>	<u>223,903</u>	<u>221,913</u>	<u>1%</u>
EXCESS OF EXPENDITURES OVER REVENUES	<u>(1,990)</u>	<u>(223,903)</u>	<u>(221,913)</u>	<u>1%</u>
OTHER FINANCING SOURCES				
Transfer from General Fund	-	449,947	449,947	0%
Total other financing sources	<u>-</u>	<u>449,947</u>	<u>449,947</u>	<u>0%</u>
NET CHANGE IN FUND BALANCE	(1,990)	226,044	228,034	
BEGINNING FUND BALANCE	<u>311,951</u>	<u>311,951</u>	<u>-</u>	
ENDING FUND BALANCE	<u>\$ 309,961</u>	<u>\$ 537,995</u>	<u>\$ 228,034</u>	

DANCING WILLOWS METROPOLITAN DISTRICT
CASH POSITION STATEMENT
For the Two Months Ended February 28, 2021
Adjusted as of March 5, 2021

Account Activity Item Description	CHECKING 1st Bank	INVESTMENT			TOTAL ALL ACCOUNTS
		COLOTRUST*			
		General	Bond Reserve		
BEGINNING BALANCE PER BANK					
YTD credits - Total deposits, wires and transfers	\$ 40,068	\$ 847,999	\$ 9,264	\$	897,331
YTD debits - Total vouchers, wires and transfers	-	29,798	2		29,800.00
	(18,213)	-	-		(18,213.00)
YTD balance	21,855	877,797	9,266		908,918
Less outstanding checks	-	-	-		-
Adjusted balance - agrees to financial statements	21,855	877,797	9,266		908,918
Current activity					
Transfers	-	-	-		-
Deposits - property tax and interest	-	6	-		6
Payables, auto pay	(1,397)	-	-		(1,397)
Adjusted balance	20,458	877,803	9,266		907,527
Less restricted cash - debt service	-	(145,830)	(9,266)		(155,096)
Adjusted unrestricted cash balance	\$ 20,458	\$ 731,973	\$ -		\$ 752,431

*Colostrust Average Monthly Yield = .0860%

General Obligation Refunding Bonds, Series 2017:

	Principal	Interest	TOTAL
Due 06/01/2021	\$	66,150	\$ 66,150
Due 12/01/2021	45,000	66,150	111,150
	\$ 45,000	\$ 132,300	\$ 177,300