

# RECORD OF PROCEEDINGS

---

**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
INDEPENDENCE METROPOLITAN DISTRICTS NOS. 1 - 4, THE INDEPENDENCE  
OVERLAY METROPOLITAN DISTRICT,  
AND THE INDEPENDENCE WATER & SANITATION DISTRICT  
HELD  
November 28, 2022**

A Regular Meeting of the Board of Directors of the Independence Metropolitan Districts Nos. 1 - 4, the Independence Overlay Metropolitan District, and the Independence Water & Sanitation District was held virtually on November 28, 2022, at 1:00 p.m. The meeting was open to the public.

**ATTENDANCE:**

In attendance for Metropolitan District No. 1 were Directors:

Timothy Craft, President  
Jim Yates, Secretary/Treasurer  
Randy Roberts, Assistant Secretary  
Charles Foster, Assistant Secretary  
Brittney Dillman, Assistant Secretary

In attendance for the Metropolitan District Nos. 2 and 3, the Overlay Metropolitan District, and Water & Sanitation District were Directors:

Timothy Craft, President  
Jeffrey Keeley, Secretary/Treasurer  
Jim Yates, Assistant Secretary  
Randy Roberts, Assistant Secretary  
Charles Foster, Assistant Secretary

In attendance for Metropolitan District No. 4 were Directors:

Timothy Craft, President  
Jeffrey Keeley, Secretary/Treasurer  
Jim Yates, Assistant Secretary  
Charles Foster, Assistant Secretary  
Sue Blair, Assistant Secretary

# RECORD OF PROCEEDINGS

---

Also, in attendance were:

David Takeda, MSK Consulting, LLC  
Lori Cardenas, Autumn Accounting  
Dianne Miller, Miller & Associates Law Offices, LLC  
Kurt Schlegel, Special District Solutions, Inc.

**CALL TO ORDER:**

Mr. Schlegel stated that a quorum of the Board was present and Director Craft called the meetings to order at 1:02 p.m.

**CONFLICTS &  
DISCLOSURE  
STATEMENTS:**

Ms. Miller stated that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors prior to this meeting and no new conflicts of interest were disclosed at the meeting.

**APPROVAL OF AGENDA:**

After review of the Agenda Director Keeley moved that the Boards approve the Agenda as presented. Upon a second by Director Yates, a vote was taken and the motion carried unanimously.

**CONSENT AGENDA:**

Director Keeley moved that the Boards approve the Consent Agenda consisting of the following item, as presented:

1. Approval of District Nos. 1, 2, and 3; Overlay District; and Water & Sanitation District Minutes from the Special Meeting of July 25, 2022
2. Approval of Minutes from the Independence Metropolitan District No. 4 Special Meeting of November 30, 2021
3. Ratification of District Nos. 1, 2, and 3; Overlay District; and Water & Sanitation District Payments made through November 28, 2022

Upon a second by Director Craft, a vote was taken and the motion carried unanimously.

**CORRESPONDENCE:**

Mr. Schlegel presented copies of the following items:

1. Email received from resident requesting additional lighting at Hancock Way and CR-158
2. Email received from Elbert County Public Works regarding status of CR-158 Chip Sealing

# RECORD OF PROCEEDINGS

---

**PUBLIC COMMENT:** None

**UNFINISHED BUSINESS:** None

**NEW BUSINESS:** 2023 District Budgets: Mr. Schlegel stated that the required notice of 2023 Budget Hearings was published in the Ranchland News and presented for the Board's Review and Consideration proposed Operating Budgets for the Independence Metropolitan Districts Nos. 1 – 4, the Independence Overlay Metropolitan District, and the Independence Water & Sanitation District. President Craft opened the Public Hearing on the proposed 2023 Operating Budgets. Hearing no public comment, President Craft closed the Public Hearing.

Following discussion Director Yates moved that the Boards approve and adopt the 2023 Budget Resolutions, Appropriating Funding for Expenditures, and Approving the Certification of MILL Levies for 2023. Upon a second by Director Craft, a vote was taken and the motion carried unanimously.

2023 Election Resolutions: Ms. Miller presented for the Board's review and consideration Resolutions calling for May 2023 Elections for the Independence Metropolitan Districts Nos. 1 – 4, the Independence Overlay Metropolitan District Independence, and the Independence Water & Sanitation District. Director Yates moved that the Boards adopt the 2023 Election Resolutions, as presented. Upon a second by Director Craft, a vote was taken and the motion carried unanimously.

2023 Annual Administrative Resolutions: Ms. Miller presented for the Board's Review and Consideration Annual Administrative Resolutions for the Independence Metropolitan Districts Nos. 1 – 4, the Independence Overlay Metropolitan District, and the Independence Water & Sanitation District. Director Yates moved that the Boards adopt the Annual Administrative Resolutions as presented. Upon a second by Director Craft, a vote was taken and the motion carried unanimously.

# RECORD OF PROCEEDINGS

---

Workers' Compensation Insurance Waiver Resolutions: Ms. Miller presented for the Board's Review and Consideration Resolutions waiving Worker's Compensation Insurance for the Independence Metropolitan Districts Nos. 1 – 4, the Independence Overlay Metropolitan District, and the Independence Water & Sanitation District Waiving Workers' Compensation Insurance for 2023. Director Yates moved that the Board adopt the Resolutions as presented. Upon a second by Director Craft, a vote was taken and the motion carried unanimously.

## **FINANCIAL AND MANAGEMENT ITEMS:**

Review of Unaudited Financial Statements: Mr. Schlegel presented copies of the unaudited October 31, 2022 Financial Statements for the Independence Metropolitan Districts Nos. 1 – 4, the Independence Overlay Metropolitan District, and the Independence Water & Sanitation District for the Board's review.

2022 Financial Audits for District No. 1, No. 3, and the Water & Sanitation District: Mr. Schlegel presented three (3) 2022 Audit Engagement proposals for the Board's consideration. Following discussion by the Board members, Director Keeley moved that the Board approve and execute the 2022 Audit Engagement Letters with The Adams Group, LLC for District No. 1, District No. 3, and the Water & Sanitation District, as presented. Upon a second by Director Yates, a vote was taken and the motion carried unanimously.

2022 Audit Exemption Applications: Mr. Schlegel discussed the requirement to complete Audit Exemption Applications for the Independence Metropolitan Districts No. 2, No. 4, and the Independence Overlay Metropolitan District and requested that the Boards appoint the Districts' Accountant to complete and submit these applications. Director Keeley moved that the Board Appoint the Districts' Accountant to complete and file 2022 Audit Exemption Applications for District No. 2, District No. 4, and the Overlay Metropolitan District. Upon a second by Director Yates, a vote was taken and the motion carried unanimously.

## **DIRECTOR'S ITEMS:**

None

## **NEXT MEETING:**

**The Board members determined that the next scheduled regular meeting will take place on June 15, 2023 and Special Meetings will be called as necessary.**

# RECORD OF PROCEEDINGS

---

**ADJOURNMENT:**

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 2:15 p.m.

These meeting minutes were reviewed and approved by the Independence Overlay Metropolitan District's Board of Directors, for the Overlay Metropolitan District, at a Special Meeting held on August 9, 2023.

Respectfully Submitted:

*Kurt C. Schlegel*

---

Secretary for the Meeting