

# RECORD OF PROCEEDINGS

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**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
WATERVIEW I METROPOLITAN DISTRICT  
HELD  
November 21, 2023**

A Regular Board of Director's Meeting of the Waterview I Metropolitan District was held on November 21, 2023, at 7:00 p.m. at the Security Fire Department, 7600 Wayfarer Drive, Colorado Springs, CO 80925 and virtually via Zoom. The meeting was open to the public.

**ATTENDANCE:**

In Attendance were Directors:

Hollie Arrington; President  
Doyle Chambers; Secretary / Treasurer  
Jason Johnson; Assistant Secretary  
John Reed; Assistant Secretary  
Sean Stanton; Assistant Secretary

Also present or participating were:

Shawn Webb  
Ben Sauter  
Kurt C. Schlegel, Special District Solutions, Inc.

**CALL TO ORDER:**

Mr. Schlegel noted that a quorum of the Board was present, and Director Arrington called the meeting to order at 7:16 p.m.

**CONFLICTS &  
DISCLOSURE  
STATEMENTS:**

Mr. Schlegel stated that the required Conflict Disclosure forms had been filed with the Secretary of State's office. The Directors stated they had no known additional conflicts of interest regarding District business to report.

**APPROVAL OF AGENDA:**

Director Arrington moved that the Board approve the Agenda as presented. Upon a second by Director Stanton a vote was taken, and the motion carried unanimously.

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**CONSENT AGENDA:**

Director Arrington moved that the Board approve the Consent Agenda, consisting of the following items, as presented:

1. Approval of Minutes from the Regular Meeting of September 18, 2023.
2. Ratification of payments made between meetings.

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

**CORRESPONDENCE:**

Mr. Schlegel Stated that a letter was received from the El Paso County Assessor stating that due to the Colorado Legislature’s Special Session, 2024 Annual Mill Levy and Budget submission deadlines will be extended.

**PUBLIC COMMENT:**

None

**NEW BUSINESS:**

2024 Annual Administrative Resolution: Mr. Schlegel presented a proposed Annual Administrative Resolution for the Board’s consideration. Director Stanton moved that the Board adopt Annual Administrative Resolution No. 2023-11-01 as presented. Upon a second by Director Arrington a vote was taken, and the motion carried unanimously.

Designation of Location for All District Meetings: Mr. Schlegel presented a proposed Resolution designating the location of Regular and Special Meetings of the Board of Directors. Director Reed moved that the Board adopt Resolution No. 2023-11-02 Designating the Location of Regular and Special Meetings of the Board of Directors, as presented. Upon a second by Director Arrington a vote was taken, and the motion carried unanimously.

**FINANCIAL AND MANAGEMENT ITEMS:**

2024 Budget: Mr. Schlegel stated that the required Notice of Public Hearing was published and posted as required and presented the proposed 2024 Budget for the Directors consideration.

Director Arrington opened the Public Hearing. Hearing no public comment, Director Arrington closed the Public Hearing.

After some discussion regarding 2024 anticipated revenues and expenditures, Director Chambers moved that the Board approve and adopt Resolution No. 2023-11-03 Adopting the 2024 Budget as presented, Approve the Setting of the District’s Mill Levy for

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the 2024 Budget Year, and Appropriating Sums of Money required for District Operations and Debt Service for 2024, pending the final determination of assessed residential property values. Upon a second by Director Arrington a vote was taken, and the motion carried unanimously.

Review of Cash Position and Financial Statements: Mr. Schlegel presented the District's Financial Statements dated October 31, 2023 for the Board's review.

Approval of November 2023 Claims: Mr. Schlegel presented a list of current claims for the Board's consideration. After review Director Arrington moved that the Board approve the claims presented for payment totaling \$8,505.24 represented by checks #1271 through #1280. Upon a second by Director Stanton a vote was taken, and the motion carried unanimously.

2023 Financial Audit: Mr. Schlegel presented an Engagement Letter from The Adams Group to conduct the 2023 Financial Audit for the District. Director Arrington Moved that the Board approve and execute the Engagement Letter with The Adams Group for the conduct of the 2023 Financial Audit. Upon a second by Director Reed a vote was taken, and the motion carried unanimously.

2024 Landscaping Maintenance: Mr. Schlegel presented an engagement letter for open space landscaping, weed management, and snow removal for the Board's consideration. Following discussion Director Chambers moved that the Board approve and execute the Engagement Letter with TJP Enterprises Inc. for services to be performed in 2024, as presented. Upon a second by Director Arrington a vote was taken, and the motion carried unanimously.

**DIRECTORS ITEMS:**

None

**NEXT MEETING:**

**Tuesday – January 16, 2024 @ 7:00 P.M.**

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**ADJOURNMENT:**

There being no further business to come before the Board at this time, and being duly moved and seconded, the meeting was adjourned at 8:04 p.m.

Respectfully Submitted:

*Kurt Schlegel*

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Secretary for the Meeting