

# GATEWAY REGIONAL METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 · 800-741-3254  
Fax: 303-987-2032

## **NOTICE OF A SPECIAL MEETING AND AGENDA**

<u>Board of Directors</u>	<u>Office</u>	<u>Term/Expires</u>
Mark Throckmorton	President	2020/May 2023
Charles Foster	Treasurer	2022/May 2022
Gregory Berger	Secretary	2022/May 2022
Marcia Lujan	Assistant Secretary	2020/May 2023
<b>VACANT</b>		2020/May 2023

DATE: June 3, 2020

TIME: 12:30 p.m.

**PLACE:** DUE TO CONCERNS REGARDING THE SPREAD OF THE CORONAVIRUS (COVID-19) AND THE BENEFITS TO THE CONTROL OF THE SPREAD OF THE VIRUS BY LIMITING IN-PERSON CONTACT, THIS DISTRICT BOARD MEETING WILL BE HELD BY CONFERENCE CALL WITHOUT ANY INDIVIDUALS (NEITHER DISTRICT REPRESENTATIVES NOR THE GENERAL PUBLIC) ATTENDING IN PERSON. IF YOU WOULD LIKE TO ATTEND THIS MEETING, PLEASE CALL IN TO THE CONFERENCE BRIDGE AT **1/866-394-9509** AND WHEN PROMPTED, DIAL IN THE PASSCODE OF **8577710**.

### I. ADMINISTRATIVE MATTERS

- A. Present Disclosures of Potential Conflicts of Interest.

---

- B. Approve Agenda, confirm location of meeting and posting of notices.

---

- C. Review and approve minutes of the March 4, 2020 Regular Meeting (enclosure).

---

- D. Discuss results of May 5, 2020 Regular Election (enclosure).

---

- E. Consider appointment of Officers:

President \_\_\_\_\_

Treasurer \_\_\_\_\_

Secretary \_\_\_\_\_

Asst. Secretary \_\_\_\_\_

Asst. Secretary \_\_\_\_\_

Asst. Secretary \_\_\_\_\_

- F. Discuss and approve corrected 2020 Annual Administrative Matters Resolution to correct the 2020 meeting dates (enclosure).
- 

II. FINANCIAL MATTERS

- A. Review and ratify approval of the payment of claims for the periods ending as follows (enclosures):

Fund	Period Ending Mar. 17, 2020	Period Ending Apr. 15, 2020	Period Ending May 15, 2020
General	\$ 6,772.05	\$ 16,777.08	\$ 8,465.88
Debt Service	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-
<b>Total Claims</b>	<b>\$ 6,772.05</b>	<b>\$ 16,777.08</b>	<b>\$ 8,465.88</b>

---

- B. Review and accept quarterly unaudited financial statements for the period ending March 31, 2020 (enclosure).
- 

- C. Discuss status of agreement regarding staggered payments for System Development Fees for Boulder Creek Neighborhoods.
- 

- D. Ratify approval of 2019 Audit.
- 

III. LEGAL MATTERS

- A. \_\_\_\_\_

IV. CAPITAL IMPROVEMENTS / OPERATIONS MATTERS

- A. Discuss Landscape Maintenance Fee and related matters.
- 

V. OTHER BUSINESS

- A. \_\_\_\_\_

- VI. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR SEPTEMBER 2, 2020.**

# RECORD OF PROCEEDINGS

---

## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE GATEWAY REGIONAL METROPOLITAN DISTRICT HELD MARCH 4, 2020

A Regular Meeting of the Board of Directors (the “Board”) of the Gateway Regional Metropolitan District (the “District”), City and County of Denver, Colorado, was duly posted and held on Wednesday, the 4th day of March, 2020 at 12:30 P.M., at the offices of L.C. Fulenwider, Inc., 1125 17<sup>th</sup> Street, Suite 2500, Denver, Colorado. The meeting was open to the public.

---

### ATTENDANCE

#### Directors In Attendance Were:

Mark Throckmorton  
Charles Foster  
Gregory Berger

Following discussion, upon motion duly made by Director Berger, seconded by Director Throckmorton and, upon vote, unanimously carried, the absence of Director Lujan was excused.

#### Also in Attendance:

Judy Leyshon; Special District Management Services, Inc. (“SDMS”)

Tom George, Esq.; Spencer Fane, LLP

Kimberly Johannis; Simmons & Wheeler, P.C.

---

### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

**Disclosure of Potential Conflicts of Interest:** The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Ms. Leyshon noted that a quorum was present and requested that members of the Board 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 the statute. No new disclosures were made. Ms. Leyshon noted that all Directors’ Disclosure Statements have been filed.

---

## RECORD OF PROCEEDINGS

---

### **ADMINISTRATIVE MATTERS**

**Agenda:** Ms. Leyshon distributed for the Board's review and approval the proposed Agenda for the District's Regular Meeting.

Following discussion, upon motion duly made by Director Berger, seconded by Director Foster and, upon vote, unanimously carried, the Agenda was approved, as amended to add Legal and Accounting Matters.

**Approval of Meeting Location and Confirmation of Posting of Notices:** The Board entered into discussion regarding the requirements of Section 32-2-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director Berger, seconded by Director Foster and, upon vote, unanimously carried, the Board determined that because there was not a suitable or convenient location within the District's boundaries, or within 20 miles from the District's boundaries, to hold this meeting, it was determined to conduct the meeting at the above-stated date, time and location. The Board further noted that notice of this time, date and location was duly posted and that they have not received any objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries.

**Designation of 24-hour Posting Location:** Upon motion duly made by Director Berger, seconded by Director Foster and, upon vote, unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted within the boundaries of the District at least 24 hours prior to each meeting at Moonlight Diner, 6250 Tower Road, Denver, Colorado, 80249 and the District website.

**Minutes:** The Board reviewed Minutes of the December 4, 2019 Regular Meeting.

Following discussion, upon motion duly made by Director Throckmorton, seconded by Director Foster and, upon vote, unanimously carried, the Minutes of the December 4, 2019 Regular Meeting were approved, as presented.

---

### **FINANCIAL MATTERS**

**Claims:** Ms. Johanns reviewed with the Board and considered ratification of approval of the payment of claims for the periods ending as follows:

	Period Ending Dec. 19, 2019	Period Ending Jan. 3, 2020	Period Ending Feb. 10, 2020
General Fund	\$ 12,554.08	\$ 8,320.55	\$ 8,687.34
Debt Service Fund	\$ 43,584.00	\$ -0-	\$ -0-
Capital Projects	-0-	-0-	-0-
<b>Total Claims</b>	<b>\$ 56,138.08</b>	<b>\$ 8,320.55</b>	<b>\$ 8,687.34</b>

## RECORD OF PROCEEDINGS

---

Following review, upon motion duly made by Director Throckmorton, seconded by Director Berger and, upon vote, unanimously carried, the Board ratified approval of payment of claims as presented.

**Financial Statements:** Ms. Johanns reviewed with the Board the quarterly unaudited financial statements of the District for the period ending December 31, 2019.

Following review, upon motion duly made by Director Foster, seconded by Director Berger and, upon vote, unanimously carried, the Board accepted the quarterly unaudited financial statements of the District for the period ending December 31, 2019.

**Staggered Payments for System Development Fees from Boulder Creek Neighborhoods:** The Board discussed a request from Boulder Creek Neighborhoods for staggered payments to System Development Fees.

Following discussion, upon motion duly made by Director Throckmorton, seconded by Director Foster and, upon vote, unanimously carried, the Board approved the request from Boulder Creek Neighborhoods for staggered payments to System Development Fees. It was noted that Attorney George will draft an agreement as necessary.

**2019 Audit:** The Board discussed the 2019 Audit.

Following discussion, upon motion duly made by Director Berger, seconded by Director Foster and, upon vote, unanimously carried, the Board approved the draft 2019 audit, subject to approval by Legal Counsel, Accountant, and President Throckmorton.

**Denver Highpoint – System Development Fees:** Ms. Johanns discussed with the Board the Denver Highpoint System Development Fees in the amount of \$13,000.00. Following discussion, the Board directed Ms. Johanns to transmit the information to Director Throckmorton, Attorney George to transmit agreement to Director Throckmorton, and Director Throckmorton to review the agreement. It was noted that repair of main at southside of 56<sup>th</sup> will be relocated closer to the right-away.

---

## **LEGAL MATTERS**

**May 5, 2020 Regular Election:** Attorney George discussed with the Board the status of the May 5, 2020 Regular Election. He noted that Directors Lujan and Throckmorton and one vacancy are up for election. The May 5, 2020 Regular Election will be cancelled for the District.

## RECORD OF PROCEEDINGS

---

**Process for Impact Fee and System Development Fee Offsets and Reimbursements:** Attorney George provided the Board an update regarding his conversations with City staff and reported that City staff will look into the matter further, understanding it is the City's responsibility to review any such requests.

\_\_\_\_\_

**CAPITAL  
IMPROVEMENTS/  
OPERATIONS  
MATTERS**

There were no Capital Improvements and Operation Matters for discussion at this time.

\_\_\_\_\_

**OTHER BUSINESS**

**Landscape Maintenance Fees:** The Board directed Ms. Leyshon to gather additional information regarding Landscape Maintenance Fees.

\_\_\_\_\_

**ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director Berger, seconded by Director Foster and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

**NOTICE OF CANCELLATION  
and  
CERTIFIED STATEMENT OF RESULTS**

§1-13.5-513(6), 32-1-104, 1-11-103(3) C.R.S.

**NOTICE IS HEREBY GIVEN** by the Gateway Regional Metropolitan District, City & County of Denver, Colorado, that at the close of business on the sixty-third day before the election, there were not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates; therefore, the election to be held on May 5, 2020 is hereby canceled pursuant to section 1-13.5-513(6) C.R.S.

The following candidates are declared elected for the following terms of office:

Name	Term
Marcia Lujan	Second Regular Election, May 2023
Mark Thomas Throckmorton	Second Regular Election, May 2023
Vacant	Next Regular Election, May 2023

/s/ Judy Leyshon  
(Assistant Designated Election Official)

Contact Person for the District:	Judy Leyshon
Telephone Number of the District:	303-987-0835
Address of the District:	141 Union Boulevard, Suite 150, Lakewood, CO 80228
District Facsimile Number:	303-987-2032
District Email:	jleyshon@sdmsi.com

**RESOLUTION OF THE BOARD OF DIRECTORS  
OF GATEWAY REGIONAL METROPOLITAN DISTRICT  
CONCERNING ANNUAL ADMINISTRATIVE MATTERS  
2020**

WHEREAS, the Board of Directors of the Gateway Regional Metropolitan District (the "District") is to perform certain tasks on a recurring basis in the operation of the District;

NOW, THEREFORE, BE IT RESOLVED by the Gateway Regional Metropolitan District within the City and County of Denver, Colorado, as follows:

1. Contact Person. The Board of Directors of the District (the "Board") directs the District Manager to notify 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 of Local Government of the name of the Chairman of the Board, the contact person located within the District, if available, telephone number, and business address of the District on or before January 15, as required by Section 32-1-104(2), C.R.S. The Board hereby names the District Manager as the contact person within the District. The contact person is authorized, under Section 24-10-109(3)(b), C.R.S., to accept notices of claims against the District as the District's agent and, if any such claim is received, must promptly notify the President of the Board and the attorney for the District of such receipt.

2. Map. The Board directs District Manager to prepare an accurate map as specified by the Division of Local Government for filing with the Division, the County Assessor, and the County Clerk and Recorder on or before January 1, as required by Section 32-1-306, C.R.S. If there have been no changes to the boundaries of the District since the filing of an accurate map, Legal Counsel may notify the above-mentioned entities in a letter that no changes have been made to the map.

3. Budget. The Board directs it's Accountant and District Manager to submit a proposed budget to the Board by October 15; to schedule a public hearing on the proposed budget; to prepare a final budget, budget resolution and budget message, the certification of mill levies, and any budget amendment(s) needed; to certify the mill levies on or before December 15; and to file the approved budget and amendment(s) with the proper governmental entities in accordance with the Local Government Budget Law of Colorado, Sections 29-1-101 to 29-1-115, C.R.S. If no mill levy is to be certified, such actions may be completed by December 31.

4. Intergovernmental Agreements. If the District receives a written request from the Division of Local Government, the Board directs the District Manager to prepare and file within thirty days of such request, an informational listing of all contracts in effect with other political subdivisions, in compliance with Section 29-1-205, C.R.S.



5. Notice to Electors (Transparency Notice). The Board directs that no more than sixty days prior to and not later than January 15, the District Manager will prepare and distribute the Notice to Electors pursuant to and in a matter prescribed by Section 32-1-809, C.R.S. The Board further directs that in compliance with Section 32-1-104(2), C.R.S., the Notice will be filed 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 of Local Government and a copy made available for public inspection at the District's business office.

6. Annual Securities Report. If required, the Board directs the District Manager to prepare and file the annual public securities report for nonrated public securities issued by the District (if any), with the Department of Local Affairs on or before March 1, in accordance with Sections 11-58-101 to 11-58-107, C.R.S.

7. Audit/Audit Exemption. The Board directs that an audit of the financial statements be prepared and submitted to the Board before June 30 and further directs that the Audit be filed with the State Auditor by July 31, as required by Section 29-1-606, C.R.S. In the event that the timetable will not be met, the auditor and the District Manager are directed to request extensions of time to file the audit as needed. If neither the revenues nor the expenditures for the past year exceed \$100,000, then the Board directs that a short form application for exemption from audit shall be prepared. If either revenues or expenditures are greater than \$100,000 but are less than or equal to \$750,000, then the Board directs that a long form application for exemption from audit shall be prepared. The short form or long form application shall be submitted to the Board and then filed with the State Auditor by March 31, as required by Section 29-1-604, C.R.S.

8. Unclaimed Property. The Board directs Legal Counsel to prepare the Unclaimed Property Act report and forward it to the State Treasurer by November 1 if there is District property presumed abandoned and subject to custody as unclaimed property, in accordance with Section 38-13-110, C.R.S.

9. Public Records. The Board designates the Board Secretary as the official custodian of public records as such term is used in Section 24-72-202, C.R.S., with the functions thereof hereby delegated to District Manager as the custodian as defined in 24-72-202(1.1), C.R.S. The custodian is authorized to develop such procedures as may be reasonably required for the protection and retention of such records. On behalf of the District, the custodian may charge the maximum fees allowed by law for copies, research and retrieval, development of privilege log, and such other services as are authorized by law.

10. CORA Policy. Pursuant to Colorado Open Records Act, Section 24-72-205, C.R.S. ("CORA"), the Board has adopted a policy concerning research and retrieval fees for public records. The Board directs District Manager to update the District's Notice to Electors (Transparency Notice) with the District's CORA policy information as required by the statute.

11. Data Privacy Policy. Pursuant to Sections 24-73-101, *et seq.*, C.R.S., the Board hereby adopts a written policy for the destruction of documents containing personal

identifying information, for implementing reasonable security procedures and practices to protect personal identifying information, and for notifying Colorado residents of a security breach or possible security breach.

12. E-mail Policy. Pursuant to Section 24-72-204.5, C.R.S., the Board hereby adopts a written policy that District management may monitor electronic mail communications at any time, with or without cause, and further states that correspondence of any employee in the form of electronic mail may be a public record under the public records law and may be subject to public inspection under Section 24-72-203, C.R.S.

The Board further directs that when and if the District has employees, the following electronic mail policy will be in effect:

A. All employees of the District may have access to the District's electronic mail communications system, which access may include utilization of a District-assigned email address for use in both internal and external email communications.

B. Employees cannot expect a right of privacy in their use of the District's electronic communications system.

C. Employees understand, acknowledge and agree that all communications in the form of electronic mail may be considered a public record pursuant to CORA and may be subject to public inspection pursuant to C.R.S. Section 24-72-203 of CORA.

D. The District reserves the right to monitor an employee's electronic mail communication(s) including, but not limited to, circumstances where the District, in its sole discretion, reasonably believes that such communication(s) may be considered a public record pursuant to C.R.S. § 24-72-203 of CORA.

13. Fair Campaign Practices Act – Gifts and Honoraria. The Board is reminded that in accordance with the Fair Campaign Practices Act, each Board member is required to report to, and in a manner prescribed by, the Secretary of State certain items received in connection with their service, such report to be filed on or before January 15, April 15, July 15, and October 15 of each year, as required by Sections 1-45-109 and 24-6-203, C.R.S. No report needs to be filed unless a director receives \$53 or more in cash or loans, or real or personal property having a value of \$53 or more. Further, the Board is reminded that in accordance with Section 24-6-203, C.R.S., if a Board member receives annual compensation from the District of more than \$2,400, then the Board member is required to file a quarterly report in the prescribed manner with the Secretary of State.

14. Newspaper. The Board designates The Daily Journal as the 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 the afore-named newspaper, in accordance with Section 32-1-103(15), C.R.S. If publication in

such newspaper is impossible or impracticable, then any legal newspaper published in the county may be used as an alternative.

15. Director Compensation. The Board of Directors of the District determines that each director shall not receive compensation for services as directors.

16. Director Qualification. Pursuant to Section 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 the director 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.

17. Officers. The District has elected, in accordance with Section 32-1-902, C.R.S., the following officers for the District:

<b>Name</b>	<b>Title</b>
Mark Throckmorton	President
Charles Foster	Treasurer
Gregory Berger	Secretary
Marcia Lujan	Assistant Secretary

Unless the District acts to elect new officers, or an officer resigns his or her office, such officers shall serve indefinitely.

18. Director Indemnification. The Board of Directors of the District extends the current indemnification resolution to allow the resolution to continue in effect as written. In the event an indemnification resolution is not in effect, then the approval of this administrative matters resolution shall be deemed to authorize indemnification of the directors of the District when acting in good faith within the scope of their duties and in the best interests of the District, to the fullest extent allowed by law.

19. Designated Posting Location for the Posting of Meeting Notices. Pursuant to Sections 24-6-402(2)(c)(I) and 32-1-903, C.R.S., the Board of Directors of the District has adopted a Resolution Concerning Online Notice of Public Meetings, which authorizes the Board to post notices of its public meetings, including specific agenda information, on the following public website: [www.colorado.gov/gateway](http://www.colorado.gov/gateway) no less than twenty-four hours prior to the holding of the meeting. In the event the District is unable to post a notice online in exigent or emergency circumstances, such as a power outage or an interruption in internet service that prevents the public from accessing the notice online, in accordance with Section 24-6-402(2)(c)(III), C.R.S., the Board designates the following location within the District's boundaries as the official designated posting place for the posting of meeting agendas no less than twenty-four hours prior to the meeting: Moonlight Diner, 6250 Tower Road, Denver, Colorado 80249.

20. Meetings. The Board determines to hold regular meetings on March 4, June 3, September 2, and December 2, at 12:30 p.m. The location of the meetings will be at the office of L.C. Fulenwider, Inc., 1125 17<sup>th</sup> Street, Suite 2500, Denver, Colorado 80202. In addition, regular and special meeting notices shall be posted as identified above in accordance with Section 24-6-402(2)(c), C.R.S. The Board directs the District Manager to prepare notices for posting in accordance with Section 32-1-903, C.R.S. Legal Counsel 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, to enter into a private contract with a director, or not to make a scheduled bond payment.

21. Elections. Judy Leyshon of Special District Management Services is hereby appointed as the “Designated Election Official” of the Board for any elections to be held by the District unless another Designated Election Official is appointed by resolution of the Board. In accordance with Section 1-1-111(2), C.R.S., 13.5 of Title 1, C.R.S., or applicable law, the Board hereby grants all powers and authority for the proper conduct of the election to the Designated Election Official and that the election shall be held and conducted in accordance with the Local Government Election Code, applicable portions of the Uniform Election Code of 1992, as amended and supplemented by Const. Colo. Art. X, Sec 20, the Current Rules and Regulations Governing Election Procedures of the Secretary of State of the State of Colorado, and Title 32, Article 1, Part 8, Colorado Revised Statutes, and other relevant Colorado and federal law. Further, the Board directs the Designated Election Official to notify the Division of Local Government of the results of any election held by the District, including business address, telephone number and the contact person; and to certify the results of any election to incur general obligation indebtedness to the Board of County Commissioners or the governing body of a municipality, in accordance with Sections 1-11-103, 32-1-104(1), and 32-1-1101.5, C.R.S.

22. Independent Mail Ballot Elections. The Board deems it expedient for the convenience of the electors that all regular and special elections of the District shall be conducted as an independent mail ballot election in accordance with Section 1-13.5-1101, C.R.S., unless a polling place election is deemed necessary and expressed in a separate election resolution.

23. Notice of Indebtedness. In accordance with C.R.S. Sections 32-1-1604 and 1101.5(1), the Board directs the District Manager to issue notice of indebtedness to the Board of County Commissioners and to record such notice with the County Clerk and Recorder within 30 days of incurring or authorizing of any indebtedness.

24. Quinquennial Findings. If requested, the Board directs Legal Counsel to prepare and file with the Board of County Commissioners the quinquennial finding of reasonable diligence, in accordance with Sections 32-1-1101.5(1.5) and (2), C.R.S.

25. Annual Report. If requested or required, the Board directs the District Manager to prepare and file the special district annual report, in accordance with Section 32-1-207(3)(c), C.R.S.

26. Disclosure of Potential Conflict of Interest. The Board has determined that Legal Counsel may file general conflict of interest disclosure forms, if any, provided by the directors with the Secretary of State each year, which forms may be updated on an annual basis through information the directors give to Legal Counsel. If a specific conflict arises regarding a certain transaction of the Board, the director is required to notify Legal Counsel at least five days prior to the date of the meeting so that the transactional disclosure form may be filed in a timely manner, in accordance with Sections 32-1-902(3) and 18-8-308, C.R.S. Additionally, at the beginning of every term, Legal Counsel may request that each Board member submit information regarding actual or potential conflicts of interest.

27. Special District Association. If the District is currently a member of the Special District Association (“SDA”), the Board directs its Accountant to pay the annual SDA membership dues in a timely manner.

28. Insurance. The Board directs District Manager to at least biannually review all insurance policies and coverage in effect to determine appropriate insurance coverage is maintained.

29. Promissory Notes. The District has the following outstanding promissory note(s): City and County of Denver

30. Outstanding General Obligation Indebtedness. The District has the following outstanding general obligation bonds or multiple fiscal year financial obligations: 2008 General Obligation Bonds.

31. Continuing Disclosure. The District Manager shall provide continuing disclosure service if and as applicable to the bonds and other financial obligations of the District.

32. Workers’ Compensation. Pursuant to Section 8-40-202(1)(a)(I)(B), C.R.S., the elected and appointed officials of the District shall be deemed to be an employee within the meaning of Section 8-40-202(1)(a), C.R.S. The Board directs the District Manager and the District Accountant to pay the annual workers’ compensation premium on behalf of the District in a timely manner.

33. PDPA. Pursuant to the provisions of the Colorado Public Deposit Protection Act, Section 11-10.5-101, et seq., C.R.S., the Board appoints the District Accountant as the official custodian of public deposits.

34. Water or Sewer Rates. The Board directs that any Board action to fix or increase fees, rates, tolls, penalties or charges for domestic water or sanitary sewer service rates will be taken after consideration at a public meeting. Such public meeting will be held at least thirty days after providing notice to the customers receiving the water or sewer services from the District. Notice will be made pursuant to and in a matter prescribed by Section 32-1-1001(2)(a), C.R.S.

35. Undocumented Worker Certification. In compliance with Section 8-17.5-101 *et seq.*, C.R.S., the Board directs that each existing and prospective service contract entered into by the District must contain specific language regarding the prohibition of the use of illegal aliens to perform work under a public contract for services.

36. Inclusions/Exclusions of Property. The Board directs Legal Counsel to handle all procedures required under the Colorado state statutes regarding the inclusion and exclusion of property into and out of the District's boundaries.

37. Public Disclosure Statement. Pursuant to Section 32-1-104.8, C.R.S., the Board directs the District Manager to prepare and record a special district public disclosure document, including a map showing the boundaries of the District, with the County Clerk and Recorder at the same time as any subsequent order or decree approving an inclusion of property into the District.

38. Underground and Aboveground Storage Tanks. If applicable, the Board directs the District Manager to register and renew annually all underground and/or aboveground storage tanks with the state inspector of oils.

39. Underground Facility Locating. If applicable, the Board directs the District Manager to provide accurate information regarding the boundaries of the District's service area, the type of underground facility(ies) that may be encountered within such service area, and the name, address and telephone number of a person who shall be the designated contact person for the information regarding the District's underground facilities, along with information concerning underground facilities that the District owns or operates which are not located within the designated service area to the Utility Notification Center of Colorado. The Board further authorizes the District to maintain its membership in the notification association as a "Tier 1" member, if applicable.

40. Recording of Conveyances of Real Property to the District. Pursuant to Section 38-35-109.5(2), C.R.S., Legal Counsel is designated as an appropriate official to record conveyances of real property to the District within thirty days of such conveyance.

41. Ratification of Past Actions. The Board members have reviewed the minutes of every meeting of the Board conducted in 2019, and the Board, being fully advised of the premises, hereby ratifies and affirms each and every action of the Board taken in 2019.

42. Emergency Liaison Officer. The Board designates the President of the District, in his/her capacity as elected official for the District, as the Emergency Liaison Officer responsible for facilitating the cooperation and protection of the District in the work of disaster prevention, preparedness, response, and recovery with the Colorado Office of Emergency Management and any local disaster agencies. The Emergency Liaison Officer shall have the authority to designate such agents as (s)he shall determine appropriate to perform any and all acts necessary to facilitate the responsibilities of the Emergency Liaison Officer.

43. Dates Herein. All dates set forth in this Resolution shall be in 2020 unless otherwise specified.

44. This Resolution shall be deemed renewed each year until terminated or a new resolution is adopted.

*[Remainder of Page Intentionally Left Blank]*

Adopted and approved this 3<sup>rd</sup> day of June, 2020.

GATEWAY REGIONAL  
METROPOLITAN DISTRICT

By: \_\_\_\_\_  
President

ATTEST:

By: \_\_\_\_\_  
Secretary



Gateway Regional Metropolitan District  
March-20

	General	Debt	Capital	Totals
Disbursements	\$ 6,772.05		\$ -	\$ 6,772.05
Variable Interest Payment		\$ -		\$ -
2008 Bond Payments:		\$ -		\$ -
Swap Interest		\$ -		\$ -
<b>Total Disbursements from Checking Acct</b>	<b>\$ 6,772.05</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 6,772.05</b>

Gateway Regional  
Mar-20

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
BrightView Landscape Services Inc.	6731154	3/1/2020	3/17/2020	\$ 2,154.50	Landscape Maintenance	1786
Denver Water	6800	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	6101	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	6601	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	6400	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	6701	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	7001	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	7101	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	6001	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	5801	1/10 2/14/2020	3/17/2020	\$ 16.13	Utilities	1794
Denver Water	18100	1/10 2/14/2020	3/17/2020	\$ 22.72	Utilities	1794
Simmons and Wheeler	25863	1/31/2020	3/17/2020	\$ 1,778.75	Accounting	1612
Special District Management Services	2/29/2020	2/29/2020	3/17/2020	\$ 1,749.00	Administration	1614
Special District Management Services	2/29/2020	2/29/2020	3/17/2020	\$ 208.00	Election	1635
Special District Management Services	2/29/2020	2/29/2020	3/17/2020	\$ 518.00	Accounting	1612
Special District Management Services	2/29/2020	2/29/2020	3/17/2020	\$ 88.63	Miscellaneous	1690
UNCC	220020557	2/29/2020	3/17/2020	\$ 107.28	Miscellaneous	1690

\$ 6,772.05

Gateway Regional Metropolitan District  
April-20

	General	Debt	Capital	Totals
Disbursements	\$ 16,777.08		\$ -	\$ 16,777.08
Variable Interest Payment		\$ -		\$ -
2008 Bond Payments:		\$ -		\$ -
Swap Interest		\$ -		\$ -
Total Disbursements from Checking Acct	\$ 16,777.08	\$ -	\$ -	\$ 16,777.08

Gateway Regional  
Apr-20

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
BrightView Landscape Services Inc.	6771315	4/1/2020	4/15/2020	\$ 2,154.50	Landscape Maintenance	1786
Denver Water	18100	3/20	3/16/2020	4/15/2020	\$ 22.72 Utilities	1794
Denver Water	6400	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Denver Water	5801	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Denver Water	6601	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Denver Water	7101	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Denver Water	6701	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Denver Water	6101	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Denver Water	6800	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Denver Water	6001	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Denver Water	7001	3/20	3/16/2020	4/15/2020	\$ 16.13 Utilities	1794
Dodge Data & Analytics	A40022690	3/31/2020	4/15/2020	\$ 63.24	Legal Publications/Elections	1680
McMahan and Associates	16097	2/29/2020	4/15/2020	\$ 8,500.00	Audit	1615
Simmons and Wheeler	26047	2/29/2020	4/15/2020	\$ 406.25	Accounting	1612
Special District Management Services	3/31/2020	3/31/2020	4/15/2020	\$ 42.00	Audit	1615
Special District Management Services	3/31/2020	3/31/2020	4/15/2020	\$ 2,814.50	Administration	1614
Special District Management Services	3/31/2020	3/31/2020	4/15/2020	\$ 238.00	Election	1635
Special District Management Services	3/31/2020	3/31/2020	4/15/2020	\$ 490.00	Accounting	1612
Special District Management Services	3/31/2020	3/31/2020	4/15/2020	\$ 327.18	Miscellaneous	1690
Spencer Fane LLP	735719	4/3/2020	4/15/2020	\$ 949.00	Legal	1675
Spencer Fane LLP	730803	3/5/2020	4/15/2020	\$ 553.00	Legal	1675
UNCC	220030569	3/31/2020	4/15/2020	\$ 71.52	Miscellaneous	1690

\$ 16,777.08

Gateway Regional Metropolitan District

May-20

	General	Debt	Capital	Totals
Disbursements	\$ 8,465.88		\$ -	\$ 8,465.88
Variable Interest Payment		\$ -		\$ -
2008 Bond Payments:		\$ -		\$ -
Swap Interest		\$ -		\$ -
Total Disbursements from Checking Acct	\$ 8,465.88	\$ -	\$ -	\$ 8,465.88

Gateway Regional  
May-20

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
BrightView Landscape Services Inc.	4254696	4/30/2020	5/15/2020	\$ 290.00	Landscape Maintenance	1786
BrightView Landscape Services Inc.	4252482	4/28/2020	5/15/2020	\$ 229.69	Landscape Maintenance	1786
BrightView Landscape Services Inc.	4254694	4/30/2020	5/15/2020	\$ 292.50	Landscape Maintenance	1786
BrightView Landscape Services Inc.	4258474	5/5/2020	5/15/2020	\$ 292.50	Landscape Maintenance	1786
BrightView Landscape Services Inc.	6812262	5/1/2020	5/15/2020	\$ 2,154.50	Landscape Maintenance	1786
BrightView Landscape Services Inc.	4258473	5/5/2020	5/15/2020	\$ 292.50	Landscape Maintenance	1786
BrightView Landscape Services Inc.	4246527	4/21/2020	5/15/2020	\$ 295.16	Landscape Maintenance	1786
Denver Water	7001 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Denver Water	6701 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Denver Water	18100 4-20	4/15/2020	5/15/2020	\$ 22.72	Utilities	1794
Denver Water	6601 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Denver Water	6101 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Denver Water	6001 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Denver Water	6800 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Denver Water	5801 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Denver Water	6400 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Denver Water	7101 4-20	4/15/2020	5/15/2020	\$ 16.13	Utilities	1794
Simmons and Wheeler	26222	3/31/2020	5/15/2020	\$ 1,214.55	Accounting	1612
Special District Management Services	4/30/2020	4/30/2020	5/15/2020	\$ 2,185.50	Administration	1614
Special District Management Services	4/30/2020	4/30/2020	5/15/2020	\$ 14.00	Election	1635
Special District Management Services	4/30/2020	4/30/2020	5/15/2020	\$ 700.00	Accounting	1612
Special District Management Services	4/30/2020	4/30/2020	5/15/2020	\$ 155.14	Miscellaneous	1690
Spencer Fane LLP	742301	5/7/2020	5/15/2020	\$ 100.00	Legal	1675
UNCC	220040583	4/30/2020	5/15/2020	\$ 81.95	Miscellaneous	1690

\$ 8,465.88

Gateway Regional Metropolitan District  
Financial Statements

March 31, 2020

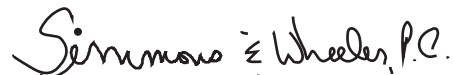
ACCOUNTANT'S COMPILATION REPORT

Board of Directors  
Gateway Regional Metropolitan District

Management is responsible for the accompanying financial statements of each major fund of Gateway Regional Metropolitan District, as of and for the period ended March 31, 2020, which are comprised of the Balance Sheet and the related Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Governmental Funds and account groups for the three months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit the Statement of Net Position, Statement of Activities, Management Discussion and Analysis and all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's financial position and results of operations. Accordingly, the financial statements are not designed for those who are not informed about such matters.

We are not independent with respect to Gateway Regional Metropolitan District because we performed certain accounting services that impaired our independence.



May 21, 2020  
Englewood, Colorado



**Gateway Regional Metropolitan District**  
**Balance Sheet - Governmental Funds and Account Groups**  
**March 31, 2020**

**See Accountant's Compilation Report**

	<u>General Fund</u>	<u>Capital Projects Fund</u>	<u>Debt Service Fund</u>	<u>Account Groups</u>	<u>Total All Funds</u>
<b>Assets</b>					
Current assets					
Checking	\$ 22,517	\$ -	\$ -	\$ -	\$ 22,517
Colotrust	178,605	17,627	667,446	-	863,678
Wells Fargo Bond Funds	-	-	465,241	-	465,241
Taxes Due From County	13,575	-	229,983	-	243,558
	<u>214,697</u>	<u>17,627</u>	<u>1,362,670</u>	<u>-</u>	<u>1,594,994</u>
Other assets					
Fixed assets (net of depreciation)	-	-	-	468,761	468,761
Amount available in debt service fund	-	-	-	1,362,670	1,362,670
Amount to be provided for retirement of debt	-	-	-	9,212,431	9,212,431
	<u>-</u>	<u>-</u>	<u>-</u>	<u>11,043,862</u>	<u>11,043,862</u>
	<u><u>\$ 214,697</u></u>	<u><u>\$ 17,627</u></u>	<u><u>\$ 1,362,670</u></u>	<u><u>\$ 11,043,862</u></u>	<u><u>\$ 12,638,856</u></u>
<b>Liabilities and Equity</b>					
Current liabilities					
Accounts Payable	\$ 22,441	\$ -	\$ -	\$ -	\$ 22,441
	<u>22,441</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>22,441</u>
Long Term liabilities					
General Obligation Bonds	-	-	-	8,130,000	8,130,000
First Creek Note	-	-	-	590,201	590,201
2018-1 City Note	-	-	-	1,854,900	1,854,900
	<u>-</u>	<u>-</u>	<u>-</u>	<u>10,575,101</u>	<u>10,575,101</u>
Total liabilities	<u>22,441</u>	<u>-</u>	<u>-</u>	<u>10,575,101</u>	<u>10,597,542</u>
Fund Equity					
Investment in fixed assets	-	-	-	468,761	468,761
Fund balance (deficit)	192,256	17,627	1,362,670	-	1,572,553
	<u>192,256</u>	<u>17,627</u>	<u>1,362,670</u>	<u>468,761</u>	<u>2,041,314</u>
	<u><u>\$ 214,697</u></u>	<u><u>\$ 17,627</u></u>	<u><u>\$ 1,362,670</u></u>	<u><u>\$ 11,043,862</u></u>	<u><u>\$ 12,638,856</u></u>

**Gateway Regional Metropolitan District**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual - Governmental Funds**  
**For The Three Months Ended March 31, 2020**  
**General Fund**  
**See Accountant's Compilation Report**

	Annual <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues			
Property Taxes	\$ 72,983	\$ 30,691	\$ (42,292)
Specific Ownership Taxes	60,000	27,332	(32,668)
Interest Income	8,000	954	(7,046)
Denver Highpoint Agreement	6,164	-	(6,164)
	<u>147,147</u>	<u>58,977</u>	<u>(88,170)</u>
Expenditures			
Accounting	30,000	5,219	24,781
Administration	23,000	5,738	17,262
Election Expense	5,000	-	5,000
Audit	8,900	8,542	358
Denver Review Fee	3,000	-	3,000
Insurance/SDA	6,000	5,304	696
Legal	25,000	1,727	23,273
Legal publications/elections	2,000	625	1,375
Landscape Maintenance	30,000	6,464	23,536
Utilities	20,000	504	19,496
Utility locates	-	265	(265)
Treasurer's Fees	1,097	307	790
Miscellaneous Expense	3,000	795	2,205
Contingency	133,556	-	133,556
Emergency reserve	4,710	-	4,710
	<u>295,263</u>	<u>35,490</u>	<u>259,773</u>
Excess (deficiency) of revenues over expenditures	(148,116)	23,487	171,603
Fund balance beginning	<u>148,116</u>	<u>168,769</u>	<u>20,653</u>
Fund balance ending	<u>\$ -</u>	<u>\$ 192,256</u>	<u>\$ 192,256</u>

**Gateway Regional Metropolitan District**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual - Governmental Funds**  
**For The Three Months Ended March 31, 2020**  
**Capital Projects Fund**  
**See Accountant's Compilation Report**

	<u>Annual Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues			
Interest Income	\$ 400	\$ 74	\$ (326)
	<u>400</u>	<u>74</u>	<u>(326)</u>
Expenditures			
Miscellaneous Improvements	<u>17,948</u>	<u>-</u>	<u>17,948</u>
	<u>17,948</u>	<u>-</u>	<u>17,948</u>
Excess (deficiency) of revenues over expenditures	(17,548)	74	17,622
Fund balance beginning	<u>17,548</u>	<u>17,553</u>	<u>5</u>
Fund balance (deficit) ending	<u>\$ -</u>	<u>\$ 17,627</u>	<u>\$ 17,627</u>

**Gateway Regional Metropolitan District**  
**Statement of Revenues, Expenditures and Changes in Fund Balance**  
**Budget and Actual - Governmental Funds**  
**For The Three Months Ended March 31, 2020**  
**Debt Service Fund**  
**See Accountant's Compilation Report**

	Annual <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues			
Property Taxes - 2016 Bonds	\$ 460,463	\$ 193,619	\$ (266,844)
Property Taxes - City Note and RFA	1,585,850	666,909	(918,941)
Interest Income	<u>25,000</u>	<u>1,953</u>	<u>(23,047)</u>
	<u>2,071,313</u>	<u>862,481</u>	<u>(1,208,832)</u>
Expenditures			
Bond Principal - 2016 Bonds	210,000	-	210,000
Bond Interest - 2016 Bonds	250,463	-	250,463
2018-1 City Note Principal	1,500,000	41,792	1,458,208
2018-1 City Note Interest	60,000	1,792	58,208
Paying Agent Fees	7,700	-	7,700
Treasurer's Fees	<u>23,785</u>	<u>8,606</u>	<u>15,179</u>
	<u>2,051,948</u>	<u>52,190</u>	<u>1,999,758</u>
Excess (deficiency) of revenues over expenditures	19,365	810,291	790,926
Fund balance beginning	<u>515,667</u>	<u>552,379</u>	<u>36,712</u>
Fund balance (deficit) ending	<u><u>\$ 535,032</u></u>	<u><u>\$ 1,362,670</u></u>	<u><u>\$ 827,638</u></u>