

**MINUTES OF THE BOARD OF DIRECTORS OF
TALLYN'S REACH AUTHORITY**

**Held: Wednesday May 9, 2018 at 6:30 p.m.
24900 E. Crescent Drive, Aurora, Colorado**

Attendance

The meeting referenced above was called and held in accordance with the applicable statutes of the State of Colorado. The following Directors were in attendance:

| <u>Board Member</u> | <u>Term</u> |
|--------------------------------------|-------------|
| David Patterson, President | May 2020 |
| B.J. Pell, Vice President | May 2022 |
| Craig Wagner, Treasurer | May 2022 |
| Ashely Taruffelli, Secretary | May 2020 |
| Mike Dellorfano, Assistant Secretary | May 2022 |

All Director absences are deemed excused unless a contrary notation is recorded in these minutes.

Also in attendance were:

Blair M. Dickhoner & Eve Grina, White Bear Ankele Tanaka & Waldron; Kim Herman & Jerel Sangster, CliftonLarsonAllen LLP; Kimberly Johans, Simmons & Wheeler, P.C.; Kimberly Armitage, YMCA;

Director Qualification

The Directors in attendance confirmed their qualification to serve.

**Call to Order and
Declaration of Quorum**

It was noted that a quorum of the Authority Board was present. The meeting was called to order at 7:01 p.m.

Disclosure Matters

Mr. Dickhoner advised the Board that pursuant to Colorado law, certain disclosures by the Directors may be required prior to taking official action at the meeting. The board reviewed the agenda for the meeting, following which each Director confirmed the contents of any written disclosure previously made stating the fact and summary nature of any matters as required under Colorado law to permit official action to be taken at the meeting. Additionally, the Board determined that the participation of the Directors present was necessary to obtain a quorum or otherwise enable the Board to act.

Approval of Agenda

Ms. Herman presented the Board with the proposed agenda for the meeting. After consideration, a motion was duly made by Director Taruffelli, seconded by Director Dellorfano and, upon vote, unanimously carried, the Board approved the agenda, as presented.

**Oaths of Office &
Election of Officers**

The Oaths of Office were administered and the Election of Officers were determined as follows:

President: David Patterson
Vice President: B.J. Pell
Treasurer: Craig Wagner
Secretary: Ashley Tarufelli
Assistant Secretary: Mike Dellorfano

Public Comments

None.

**Organizational
Matters**

Consider Adoption of
Inaugural Administrative
Matters Resolution

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved adoption of the Inaugural Administrative Matters Resolution.

Consider Adoption of
Resolution Establishing
Meeting Location and
Dates

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved adoption of the Resolution Establishing Meeting location and Dates.

Consider Adoption of
Resolution Designating
the 24-hour Notice
Posting Place

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved adoption of the Resolution Designating the 24-hour Notice Posting Place.

Consider Adoption of
Indemnification
Resolution

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved adoption of the Indemnification Resolution.

Consider Adoption of
Public Record Policy

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved adoption of the Public Record Policy.

Consider Adoption of
Records Retention
Policy

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved adoption of the Records Retention Policy.

Liability Management

Consider Approval of
Application for Property
and Liability Insurance
Proposal

Following discussion, upon a motion duly made by Director Pell, seconded by Director Tarufelli and, upon vote, unanimously carried, the Board approved the application for Property and Liability Insurance.

Consider Approval of
Agency Services
Agreement with T.

Following discussion, upon a motion duly made by Director Pell, seconded by Director Tarufelli and, upon vote, unanimously carried, the

Charles Wilson
Insurance Services

Board approved the Agency Services Agreement with T. Charles Wilson Insurance.

Consider Approval of
SDA

Following discussion, upon a motion duly made by Director Pell, seconded by Director Tarufelli and, upon vote, unanimously carried, the Board approved membership with SDA.

Consider Approval of
Property and Liability
Insurance and Workers'
Compensation Coverage
from the CSD Property
and Liability Pool

Following discussion, upon a motion duly made by Director Pell, seconded by Director Tarufelli and, upon vote, unanimously carried, the Board approved Property and Liability Insurance and Workers' Compensation Coverage from the CSD Property and Liability Pool.

**Engagement of
Consultants**

Consider Engagement of
WHITE BEAR
ANKELE TANAKA &
WALDRON, Attorneys
at Law General Counsel

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Tarufelli and, upon vote, unanimously carried, the Board approved engagement of WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law General Counsel.

Consider Engagement of
Simmons & Wheeler for
Accounting Services

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Tarufelli and, upon vote, unanimously carried, the Board approved engagement of Simmons & Wheeler for Accounting Services.

Consider Engagement of
CliftonLarsonAllen for
District Management
Services

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Tarufelli and, upon vote, unanimously carried, the Board approved engagement of CliftonLarsonAllen for District Management Services.

Legal Matters

Consider Adoption of
Resolution Concerning
Authorization for
Approval of Contracts
and Payment of Claims

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Pell and, upon vote, unanimously carried, the Board approved adoption of Resolution Concerning Authorization for Approval of Contracts and Payment of Claims, subject to final adjustments on page 59.

Consider Adoption of
Resolution Establishing
Guidelines and
Collection of Fees and
Charges

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Pell and, upon vote, unanimously carried, the Board approved adoption of the Resolution Establishing Guidelines and Collection of Fees and Charges.

Consider Adoption of
Resolution Concerning
Imposition of Authority
Fees

Following discussion, upon a motion duly made by Director Wagner, seconded by Director Pell and, upon vote, unanimously carried, the Board approved adoption of the Resolution Concerning Imposition of Authority Fees.

Discuss Policies and Procedures Governing Recreation Amenities Ms. Armitage reviewed the fees and recommended an hourly rate, with a 2-hour minimum at \$30 per hour.

Following discussion, upon a motion duly made by Director Pell, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved changing the rental fee to \$30 per hour with a 2-hour minimum.

Discuss Authority Rules and Regulations Following discussion, upon a motion duly made by Director Pell, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved the Authority Rules and Regulations, subject to finalizing "nonprofit" definition.

Consider Approval of Assignment of IGA with the city of Aurora Following discussion, upon a motion duly made by Director Wagner, seconded by Director Dellorfano and, upon vote, unanimously carried, the Board approved assignment of IGA with the city of Aurora.

Consider Approval of Agreement Assigning the Following Independent Contractor Agreements: Following discussion, upon a motion duly made by Director Wagner, seconded by Director Dellorfano and, upon vote, unanimously carried, the Board approved the Agreement Assigning the following Independent Contractor Agreements:

Brightview Contract dated June 30, 2017; CoCal Contract dated November 8, 2017; YMCA Pool Contract dated November 8, 2017; YMCA Clubhouse Contract dated December 7, 2017.

Financial Matters

2018 Budget Hearing/Adoption of Budget Resolution Upon a motion duly made by Director Dellorfano and seconded by Director Wagner, the public hearing was opened at 7:26 p.m.

No public comment.

Upon a motion duly made by Director Dellorfano and seconded by Director Wagner, the public hearing was closed at 7:27 p.m.

Following discussion, upon a motion duly made by Director Dellorfano, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved adoption of the 2018 Budget Resolution, as presented.

Federal Employer Identification Numbers, Colorado Sales Tax Exemption Numbers, and PDPA Numbers Following discussion, upon a motion duly made by Director Dellorfano, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved CliftonLarsonAllen to proceed.

Consider Approval to Establish Bank Accounts, Signers on the Account and Requiring Two Signatures on Checks

Following discussion, upon a motion duly made by Director Dellorfano, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved CliftonLarsonAllen to proceed.

Manager Matters

A. Manager's Report

Ms. Herman reviewed the Manager's Report with the Board.

i. Consider Approval of Agreement with Radiant Lighting for Lighting Maintenance Services

Following discussion, upon a motion duly made by Director Tarufelli, seconded by Director Dellorfano and, upon vote, unanimously carried, the Board approved the Agreement with Radiant Lighting for Lighting Maintenance Services.

ii. Consider Approval of Agreement with GeoLens for Mapping Services

Following discussion, upon a motion duly made by Director Pell, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved the agreement with GeoLens for Mapping Services, subject to GeoLens waiving \$2500.

iii. Consider Approval of Bill.com Services with CliftonLarsonAllen

Following discussion, upon a motion duly made by Director Tarufelli, seconded by Director Wagner and, upon vote, unanimously carried, the Board approved Bill.com Services with CliftonLarsonAllen. Director Wagner and Director Dellorfano were approved as signers on the account.

iv. Discuss Landscaping Request from Homeowners

Ms. Herman reviewed the landscaping requests from homeowners with the Board.

v. Discuss Fence Ownership and Maintenance Issues

Ms. Herman informed the Board that fencing maintenance issues is not the District's responsibility.

B. YMCA Report

i. Discussion regarding Swim Team Pool Issues

Ms. Armitage updated the Board regarding swim team pool issues. She stated that the Swim team will be holding practices the 2nd Saturday and 1st Wednesday of every month. The schedule has been posted on the YMCA website.

C. Other

None.

Other Business

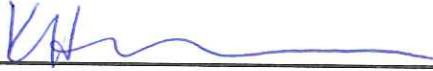
Director Simpson reviewed the traffic signals update with the Board.

The Board confirmed quorum for the next regular meeting scheduled on August 2, 2018 at 5:30 p.m. and November 1, 2018 at 5:30 p.m.

Adjournment

There being no further business to come before the Board and upon a motion duly made, seconded and unanimously carried, the meeting was adjourned at 8:06 p.m.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.



Secretary