
RECORD OF PROCEEDINGS

Minutes of the Regular Meeting Of the Board of Directors Edwards Metropolitan District October 21, 2021

A Regular (Zoom) Meeting of the Board of Directors of the Edwards Metropolitan District, Eagle County, Colorado, was held on October 21, 2021 at 12:00 p.m. via an online Zoom meeting, in accordance with the applicable statutes of the State of Colorado.

Attendance The following Directors were present and acting:

- Mick Woodworth
- Mike Trueblood
- Beth Reilly
- Todd Williams
- Kara Heide

Also in attendance were:

- Joanna Kerwin, Edwards Resident
- Kris Miller, Edwards Resident
- Rickie Davies, Eagle County Engineering
- James Kenly, Walking Mountains Science Center
- Rick Erjavec, Felsburg Holt & Ullevig “FHU”
- Ken Marchetti, Marchetti & Weaver, LLC
- Meghan Hayes, Recording Secretary for the meeting

Call To Order

The Regular Meeting of the Board of Directors of Edwards Metropolitan District was called to order by Director Reilly on October 21, 2021 at 12:01 p.m. noting a quorum was present.

Changes to the Agenda

A discussion regarding the Arrowhead Roundabout was added to Board Member Discussion.

Public Input James Kenly wanted to thank the Board for all of their sustainability and climate action efforts.

Legal There was no legal input.

2021 Audit Engagement Letter

Chadwick, Steinkirchner, Davis & Co. (CSD) audited the District’s financial statements in 2020. CSD submitted an Engagement Letter to audit the District’s 2021 financial statements with a 1% increase in fee. After discussion and by motion duly made and seconded it was unanimously

RECORD OF PROCEEDINGS

Edwards Metropolitan District October 21, 2021 Meeting Minutes

RESOLVED to approve Chadwick, Steinkirchner, Davis, & Co. to complete the District's 2021 audit as outlined in the engagement letter.

2022 Contract

Renewals The 2022 contract for snow plowing services with Premier Landscapes was included in the board packet for the Board to review. Ms. Hayes reviewed the updated scope of services for the 2021-2022 season which includes additional amounts for hand shoveling and ice mitigation underneath the new Spur Road bridge over the Eagle River. After discussion and upon motion duly made and seconded, it was unanimously

RESOLVED to approve the 2022 Premier Landscaping agreement.

The 2022 contract for Fitz Landscaping was included in the board packet for the Board to review. Ms. Hayes reviewed the updated scope of services for the 2022 season which includes the new Highway 6 roundabout and Spur Road medians. After discussion and upon motion duly made and seconded, it was unanimously

RESOLVED to approve the 2022 Fitz Landscaping agreement.

West Edwards

Area Transportation

Improvements

FHU Update Rick Erjavec, Felsburg, Holt & Ullevig "FHU" reported that they have redesigned the plans from the last presentation made to the Board this summer. The roundabout was able to be downsized as a result of lowering the required speed limit from 50 mph to 35 mph. This downsizing enabled removal of retaining walls, reduction in the splitter islands and reduction in the amount of additional right-of-way required resulting in a substantial reduction in the cost of the roundabout.

The updated goal for 60% design completion is now December 2021. They are now estimating the cost of the Hillcrest Roundabout to be \$2.5M. The next project review meeting will be in January 2022. FHU has been invited to our January meeting for another update.

Vector Disease Mosquito

Control 2022-2024

Agreement The District's mosquito control contract with Vector Disease Control International LLC (VDCI) expired this year. A contract to extend their services for another three-year period was presented to the Board. After further discussion and by motion duly made and seconded it was unanimously

RECORD OF PROCEEDINGS

Edwards Metropolitan District October 21, 2021 Meeting Minutes

RESOLVED to approve a three-year contract with Vector Disease Control International LLC, with annual renewal to be subject to annual appropriation.

2022 Election

Resolution An Election Resolution was presented to call the May 3, 2022 Board of Directors election and to designate an election official. There are two positions available on the Edwards Metro Board. If there are two or less candidates, no election will be needed. If there are three candidates or more, an election will proceed. All Self-Nomination and Acceptance forms are due to the Designated Election Official by close of business on Friday, February 25, 2022. Upon motion duly made and seconded, it was unanimously

RESOLVED to approve the May 2022 Election Resolution, a copy of which is incorporated herein by this reference.

Kudel SUP Permit

Dominic Mauriello, Mauriello Planning Group, requested that the District sign as the Permittee for a CDOT Special Use Permit for a sidewalk that was being built on the Kudel property on Highway 6. Jim Collins, Legal Counsel, reviewed the permit and created an Assumption of Responsibility and Indemnity Agreement between the District and the Edwards Riverfront Estates HOA. This agreement relieves the District from all responsibilities and liability related to the sidewalk. Upon motion duly made and seconded, it was unanimously

RESOLVED to ratify the Assumption of Responsibility and Indemnity Agreement and CDOT Special Use Permit.

Project Status Update

Ms. Hayes presented an update on several projects that the District is involved in. She reported that a formal proposal from Walking Mountains for Climate Action programs will be presented at the December meeting.

Leah Mayer, a local architect, has been engaged to finalize the Certificate of Occupancy for the Log Cabin. An update will be provided at the December meeting.

The Old Edwards Estates easement fencing repair is still on hold as we are waiting for the materials that are still on backorder.

Bill.com

Ms. Hayes reported that there is a relatively new electronic bill payment system called Bill.com. Marchetti & Weaver has been using this system for a number of clients with good results. The system maintains the same internal controls,

RECORD OF PROCEEDINGS

Edwards Metropolitan District October 21, 2021 Meeting Minutes

segregation of duties and dual approval (signature) requirements as the current paper check processing system but on a secure electronic platform. This system will allow Board members to approve payment of bills electronically and eliminates the need for checks to be signed in person. Payments approved with the Bill.com system are electronically synchronized with the District's accounting system. The cost of the system depends on the number of checks written but is approximately \$100 per month. A portion of this cost is offset by savings in check stock, postage to mail checks, etc. After discussion and by motion duly made and seconded it was unanimously

RESOLVED to approve opening a Bill.com account for to process the District' accounts payable.

Sustainable Movie Series Funding

Request James Kenly, Walking Mountain Science Center, gave an overview of their Sustainable Movie Series which is currently in their 10th year and is requesting that the District be a financial sponsor of the program. As part of the sponsorship, the District would be allowed to create slides that would play before each movie. It was decided this would be a great way to get the word out about all of the climate action programs that will be launching as well as recruitment for new board members. The board will discuss the funding request in Executive Session.

Eagle County Conservation District Tree Program

Program Mr. Marchetti gave information about the background of Eagle County Conservation District's Tree Seedling Program. Director Reilly noted that she is very much in favor of the District taking advantage of the program. After discussion about what an Edwards Metro District tree program would look like, the Board directed Mr. Marchetti and Ms. Hayes to do some further research.

Minutes The Board reviewed the September 16, 2021 Regular Meeting minutes. By motion duly made and seconded, it was unanimously

RESOLVED to approve the September 16, 2021 Regular Meeting minutes as presented.

Accounts Payable

The Board reviewed the October 2021 accounts payable list. After discussion and by motion duly made and seconded, it was unanimously

RECORD OF PROCEEDINGS

Edwards Metropolitan District October 21, 2021 Meeting Minutes

RESOLVED to ratify the October 2021 accounts payable list as presented.

**Arrowhead
Update**

Directors Trueblood and Williams notified the Board that they had a meeting with representatives from Arrowhead Metro District (“AMD”) regarding alternative solutions for pedestrian and bicyclist safety crossing Highway 6 at Arrowhead such as a sidewalk along the south side of Highway 6 and a pedestrian crossing at Miller Ranch Road. The Board requested that a representative of AMD come to our December meeting with a written request for support.

**Financial
Statements**

By motion duly made and seconded it was unanimously

RESOLVED to accept the District’s September 2021 financial statements as presented.

**2022 Budget
Hearing
Continued**

The September 16, 2021 meeting was published as the public budget hearing for the 2022 budget and the budget hearing was continued to this meeting. There was no public input so the hearing was closed. The Board discussed changing the name of a line item on the financials from “Eagle County Down Payment Assistance Program” to “Edwards Metro District Housing Assistance”. It was also suggested that the 2022 transfer from the Sales Tax fund to the General fund be changed to \$700,000. After discussion and by motion duly made and seconded, it was unanimously

RESOLVED to approve the resolution, a copy of which is incorporated herein by this reference, to adopt the 2022 budget, subject to the changes reflected above and minor adjustments which may result from the final certification of assessed values;

FURTHER RESOLVED to approve the resolution to certify 1.691 mills for operations;

FURTHER RESOLVED to approve the resolution to appropriate funds for spending in 2022.

Sales Tax

August 2021 sales tax information is continuing to come in higher than budgeted.

**Executive
Session**

By motion duly made and seconded, it was unanimously

RECORD OF PROCEEDINGS

Edwards Metropolitan District October 21, 2021 Meeting Minutes

RESOLVED to enter into executive session pursuant to C.R.S. 24-6 402(4)(e) to determine positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators.

The Board came out of Executive Session at 2:38 p.m. and by motion duly made and seconded, it was unanimously

RESOLVED to approve the Sustainable movie Series funding request in the amount of \$2,500 for 2021 and \$2,500 for 2022.

Adjournment

There being no further business to come before the Board at this time, by motion duly made and seconded it was unanimously

RESOLVED to adjourn the Regular Meeting of the Edwards Metropolitan District Board of Directors this 21st day of October, 2021

Respectfully submitted,

Meghan Hayes
Meghan Hayes
Recording Secretary for the Meeting