

**CROSS CREEK METROPOLITAN DISTRICT
BOARD MEETING NOTES**

Thursday January 16, 2025, 12:00 pm

A meeting of the Board of Directors of the Cross Creek Metropolitan District was held on January 16, 2025, at 12:00 pm. Board members met at Cross Creek Church, 1320 C & S Road, Fountain, CO 80817 and via teleconference.

Board members present: Kim Hittle, Lamont Spear

Excused: Teresa Cain

Others present: Elise Bergsten, District Manager; Tate Crosby, District General Counsel

The meeting was called to order at 12:03 pm.

Declaration of Quorum and Disclosures

A quorum of the board was present. Disclosures were reported in accordance with Colorado law, and no new disclosures were noted.

Approval of Agenda

Items b and c were removed from the consent agenda. *A motion to approve the agenda as amended was made by Lamont, seconded by Kim Hittle and passed unanimously.*

Public Comment - none

Consent Agenda (see packet)

- Approval of Minutes from the October 29, 2024 Special Meeting
- Proposed bill payments
- Ratify December 2024 bill payments
- Financial Reports

A motion to approve the Consent Calendar was made by Lamont Spear, seconded by Kim Hittle, and approved unanimously.

District Management/Financial Matters

- No mill levy payments were received in November or December. Those payments were made with January's payment.
- On January 13th, I met with Scott Trainor and Taylor Murphy regarding the possibility of moving ahead with the non-potable pump station as a first phase of the renovation of Hale Reservoir. Both were supportive of this idea. We also spoke about the idea of partnering as grant applicants as a way to better the odds of receiving grant funding.
- A new attorney starts with the City of Fountain at the end of this month – Chris Strider. Scott committed to scheduling a meeting with Chris, Troy Johnson and Tim Flynn as soon as possible, in order to catch everyone up on CCMD matters.
- In the meantime, I will work with Taylor Murphy, Curtis Mitchell and Applegate/Respec in order to re-quantify the water savings for Fountain, the cost savings for CCMD, and a way forward for the augmentation of the water used for irrigation.
- Regarding the accounting function for CCMD, I reached out first to Biggs Kofford. They are a Colorado Springs accounting firm who was the auditing firm for CCMD between 2007 and 2011. They suggested beginning with a few hours of consultation to address the items in the Internal Control letter that was read to the board in November. They recommended against employing a new accounting software to track the Capital Projects Fund separately from the General Fund.

- Elise asked for the board's blessing to schedule this consultation. It would result in my ability to make a much better-informed recommendation as to the outsourcing of parts or all of the accounting function. The consultation will cost \$2,000 - \$3,000. Directors were in consensus about moving forward with this plan of action, capping the consultation at \$3,000.

A motion to approve working with Biggs Kofford for consultation services up to \$3,000 was made by Kim Hittle, seconded by Lamont Spear and approved unanimously.

- Eric Miller, with Adams Group, LLC was our auditor for 2023. His proposal for 2024's audit is \$11,000. The cost for the 2023 audit was \$9,500.

A motion to approve working with Adams Group LLC for the 2024 audit was made by Kim Hittle, seconded by Lamont Spear and approved unanimously.

- Have been working on the parking lot lights. The controller box is now considered a legacy version, and I have not been able to locate a user manual, but we were told by the company to simply to turn the electricity off and on to possibly reset the lights that were not working correctly. Have to be there at dusk to see if the lights are working correctly.
- Funds in the amount of \$95,007.48 were received from Mesa Ridge Metro District (MRMD) on December 3, 2024.

Legal Matters

- Service Plan Amendment – the City of Fountain had gotten comments back to WBA regarding the service plan, so they have made adjustments and sent this draft back to Tim Flynn for an initial review before the new draft is submitted to Fountain for reconsideration. This should occur by the end of the month.
- There are some legal documents that WBA has not received signed copies of. There was some confusion about whether Elise would get physical signatures or whether documents would be signed electronically. Tate is compiling a signature packet with those documents that had not been signed and will be sending out by email to directors for their signature. The documents will also be forwarded to Elise once signed.
- 2025 Transparency Notice. This is a statutory requirement that was due yesterday, so has already been submitted. Elise reviewed the document and submitted revisions that have been made.

A motion to ratify the submission of the 2025 Transparency Notice was made by Kim Hittle, seconded by Lamont Spear and approved unanimously.

The meeting was adjourned at 12:20 pm.

Respectfully submitted by



Elise Bergsten