

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
MEADOWBROOK CROSSING METROPOLITAN DISTRICT
(THE "DISTRICT")
HELD
OCTOBER 28, 2020

A special meeting of the Board of Directors of the Meadowbrook Crossing Metropolitan District (referred to hereafter as the "Board") was convened on Thursday, October 29, 2020, at 1:00 p.m. 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 was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Deirdre Aden-Smith, President
Rebecca Mientka, Vice President
Michaele Salsgiver, Treasurer/Secretary
Melissa Harrison, Assistant Secretary
Kelly Nelson, Assistant Secretary

Also, In Attendance Were:

Josh Miller, Chelsea Gondeck, Seef Le Roux & Carrie Bartow;
CliftonLarsonAllen, LLP
Pete Susemihl; Susemihl, McDermott, & Downie P.C.

ADMINISTRATIVE MATTERS

Call to Order and Approve Agenda:

Director Aden-Smith called the meeting to order at 1:01 p.m. The Board reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Harrison, seconded by Director Salsgiver, and upon vote unanimously carried, the Board approved the Agenda as amended to reflect approval of the 2021 budget and amend the 2020 budget.

Declaration of Quorum/Director Qualifications/Disclosure Items:

Attorney Susemihl confirmed the presence of a quorum.

The Directors present noted for the record that they have financial interests in entities active in developing property within the boundaries of the Districts, or are employed by such entities, and that such interests may be affected from time to time by actions of the District's Boards of Directors. In accordance with state law, the Directors have filed written disclosures describing such potential conflicts of interest with the Secretary of State, and the directors present verbally reaffirmed such disclosures on the record of this meeting.

RECORD OF PROCEEDINGS

Public Comment:

There was no public comment.

Minutes of June 24, 2020 Special Meeting:

The Board reviewed the Minutes of the June 24, 2020 Special Meeting. Following review and discussion, upon motion duly made by Director Aden-Smith, seconded by Director Nelson, and upon vote unanimously carried, the Board approved the Minutes, as presented.

District Insurance:

Following discussion, upon motion duly made by Director Aden-Smith, seconded by Director Nelson, and upon vote unanimously carried, the Board approved renewing the District's general liability insurance coverage, public officials' coverage, workers' compensation coverage and instructed consultants to proceed accordingly. The Board further directed renewal of the District's Special District Association membership.

FINANCIAL MATTERS

Unaudited Financial Statements:

Ms. Bartow reviewed the unaudited financial statements and cash position for the period ending September 30, 2020 with the Board. Following discussion, upon motion duly made by Director Nelson, seconded by Director Salsgiver, and upon vote unanimously carried, the Board accepted the unaudited financial statements as presented.

Payment of Claims:

Ms. Bartow reviewed the payment of claims in the amount of \$73,649.49 for approval. Following discussion, upon motion duly made by Director Harrison, seconded by Director Mientka, and upon vote the Board approved claims in the amount of \$73,649.49.

Public Hearing on Amendment to 2020 Budget, Adoption of 2021 Budget, Appropriate Expenditures, and Certify Mill Levy:

Following Discussion, upon motion duly made by Director Aden-Smith, seconded by Director Salsgiver, and upon vote unanimously carried, the Board opened the public hearing at 1:13 p.m. to consider an amendment to the 2020 Budget, adoption of the 2021 Budget, Appropriating Expenditures, and Certifying the Mill Levy.

It was noted that publication of Notice stating that the Board would consider amendment of the 2020 Budget and the adoption of the 2021 Budgets and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

RECORD OF PROCEEDINGS

No public comments were received, and upon motion duly made by Director Aden-Smith, seconded by Director Nelson, and upon vote unanimously carried, the Board closed the public hearing at 1:13 p.m.

Ms. Bartow reviewed the 2020 budget amendment and 2021 budget with the Board.

Following discussion, upon motion duly made by Director Mientka, seconded by Director Harrison, and upon vote unanimously carried, the Board adopted the Resolution Amending the 2020 Budget, Adopting the 2021 Budget, Appropriating Expenditures, and Certifying the Milly Levy.

LEGAL MATTERS

2021 Transparency Notice:

Attorney Susemihl discussed the special district transparency requirements of Section 32-1-809, C.R.S. with the Board. Following discussion, the Board directed District Counsel to post the special district transparency notice on the Special District Association website.

MANAGER MATTERS

Manager's Report:

Ms. Gondeck reviewed the manager's report with the Board. Following discussion, upon motion duly made by Director Aden-Smith, seconded by Director Mientka, and upon vote unanimously carried, the Board authorized district management to move forward with the parking items as discussed.

Resolution Concerning Annual Administrative Matters:

Following discussion, upon motion duly made by Director Mientka, seconded by Director Nelson, and upon vote unanimously carried, the Board adopted the Resolution Concerning Annual Administrative Matters.

2021 Fee Schedule:

Following discussion, upon motion duly made by Director Aden-Smith, seconded by Director Mientka, and upon vote unanimously carried, the Board approved the 2021 Fee Schedule.

Acknowledge Continuing Engagement with CliftonLarsonAllen LLP for Management and Accounting Services:

Following discussion, upon motion duly made by Director Aden-Smith, seconded by Director Mientka, and upon vote unanimously carried, the Board acknowledged the continuing engagement with CliftonLarsonAllen LLP for Management and Accounting Services.

Acknowledge Continuing Engagement with Susemihl, McDermott, & Downie P.C. for Legal Counsel:

Following discussion, upon motion duly made by Director Aden-Smith, seconded by Director Mientka, and upon vote unanimously carried, the Board

RECORD OF PROCEEDINGS

acknowledged the continuing engagement with Susemihl, McDermott, & Downie P.C. for Legal Counsel.

2021 Landscape Maintenance Agreement and 2021 Snow Removal Agreement with BrightView Landscapes, LLC:

Following discussion, upon motion duly made by Director Nelson, seconded by Director Aden-Smith, and upon vote unanimously carried, the Board ratified the 2021 landscape maintenance agreement and approved the 2021 snow removal agreement with BrightView Landscapes, LLC.

OTHER BUSINESS

Confirm Quorum for the Next Regular Meeting Date:

Mr. Miller noted that management would reach out to confirm quorum when necessary.

ADJOURNMENT

There being no further business to come before the Board at this time, the Board adjourned the meeting at 1:56 p.m.

Respectfully submitted,

By Michael Salguier
Secretary for the Meeting