

## RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
MEADOWBROOK CROSSING METROPOLITAN DISTRICT  
(THE "DISTRICT")  
HELD  
June 28, 2023

A regular meeting of the Board of Directors of the Meadowbrook Crossing Metropolitan District (referred to hereafter as the "**Board**") was convened on Wednesday, June 28, 2023, at 1:00 p.m., at 660 Southpointe Court, Suite 210 Colorado Springs, Colorado. The meeting was open to the public via Microsoft Teams.

### ATTENDANCE

#### Directors In Attendance Were:

Rebecca Mientka, Vice President  
Michaele Salsgiver, Secretary/ Treasurer  
Kelly Nelson, Assistant Secretary  
Melissa Harrison, Assistant Secretary

Director Deirdre Aden-Smith was absent and excused.

#### Also, In Attendance Were:

Pete Susemihl, Esq.; Susemihl, McDermott, & Downie P.C.  
Krista Baptist, LaMont Harris and Courtney Hoff; CliftonLarsonAllen, LLP

### ADMINISTRATIVE MATTERS

**Call to Order and Approve Agenda:** Director Mientka called the meeting to order at 1:09 p.m., seconded by Director Nelson. The Board reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Harrison, seconded by Director Meintka, and upon vote unanimously carried, the Board approved the Agenda as presented.

**Disclosures of Potential Conflicts of Interest:** The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to 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 statute. It was noted by Attorney Susemihl that disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors, and no additional conflicts were disclosed at the meeting.

**Declaration of Quorum, Location of Meeting and Posting of Meeting Notices:** Attorney Susemihl confirmed the presence of a quorum.

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The Board determined to conduct the meeting at the above-stated dated, time and location. It was further noted that notice of the time, date and location was duly posted and that no objections to the location have been received.

Following review and discussion, upon motion duly made by Director Nelson, seconded by Director Harrison and, upon vote, unanimously carried, the Board excused the absence of Director Aden-Smith.

**Public Comment:** There was no public comment.

**Minutes of October 26, 2022 Budget Hearing Meeting:** The Board reviewed the Minutes of the October 26, 2022 Budget Hearing Meeting. Following review and discussion, upon motion duly made by Director Mientka, seconded by Director Nelson and, upon vote, unanimously carried, the Board approved the Minutes.

**Results of May 2, 2023 Regular Director Election:** Attorney Susemihl reviewed the results from the May 2, 2023 Regular Director Election. Next election is set to take place in 2025.

**Oaths of Directors:** Attorney Susemihl confirmed the filing of the Oaths of Directors.

**Appointment of Officers:** Upon motion duly made by Director Nelson, seconded by Director Harrison, and upon vote unanimously carried, the Board approved the slate of officers to remain the same.

### FINANCIAL MATTERS

**Acceptance of March 31, 2023 Unaudited Financial Statements:** Mr. Harris reviewed the March 31, 2023 Unaudited Financial Statements with the Board. Following discussion, upon a motion duly made by Director Harrison, seconded by Director Nelson and, upon vote, unanimously carried, the Board accepted the March 31, 2023 Unaudited Financial Statements.

**Previous and Prior Claims:** Mr. Harris reviewed the previous and current claims with the Board. Following discussion, upon a motion duly made by Director Mientka, seconded by Director Salsgiver and, upon vote, unanimously carried, the Board approved and/or ratified approval of the previous and current claims in the amount of \$126,079.05.

**Adoption of Resolution Regarding Guidelines for Processing and Collection of Delinquent Fees and Charges:** Ms. Baptist reviewed the Resolution regarding the guidelines for processing and collection of delinquent fees and charges with the Board. Following discussion, upon a motion duly made by Director Mientka, seconded by Director Harrison and, upon vote, unanimously carried, the Board adopted the Resolution subject to the addition of a \$1,000.00

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fine to be imposed if ARC approval is not sought for modifications CCR's requires to have approval for. The Board also requests updating the form to show full district name, subject to final legal review.

### LEGAL MATTERS

**ARC Variance Request:** Ms. Baptist and Ms. Hoff reviewed the topic of the ARC Variance Request with the Board. Following discussion, upon a motion duly made by Director Mientka, seconded by Director Salsgiver and, upon vote, unanimously carried, the Board approved the ARC Variance Request.

### MANAGER MATTERS

**Covenant Enforcement Update:** Ms. Hoff reviewed the covenant enforcement update with the Board.

**Adjustments to Homeowner Fees:** Ms. Hoff and the Board reviewed the adjustments to homeowner fees. Following discussion, upon a motion duly made by Director Harrison, seconded by Director Nelson and, upon vote, unanimously carried, the Board approved the increase of \$25 per quarter, effective the 3<sup>rd</sup> quarter of 2023.

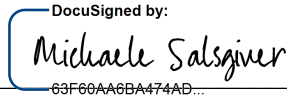
### OTHER BUSINESS

**Development Update:** Director Nelson provided development updates to the Board.

### ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Mientka, seconded by Director Nelson and, upon vote, unanimously carried, the Board adjourned the meeting at 2:28 p.m.

Respectfully submitted,

By  Secretary for the Board  
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