

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
COUNTRYDALE METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
NOVEMBER 7, 2022

A regular meeting of the Board of Directors of the Countrydale Metropolitan District (referred to hereafter as the "Board") was convened on Monday, November 7, 2022, at 11:00 a.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Richard McClintock, President
Donald Slack, Vice President
Steven Taniguchi, Assistant Secretary
Randy Schwartz, Assistant Secretary

The absence of Director Box was noted and excused.

Also, In Attendance Were:

Denise Denslow, Stephanie Odewumi and Paul Wilson; CliftonLarsonAllen, LLP
Tom George; Spencer Fane, LLP
Laura Maxey; BrightView Landscape Services, Inc.

ADMINISTRATIVE MATTERS

Call to order and approval of agenda: Ms. Denslow called the meeting to order at 11:01 a.m. Following review, upon a motion duly made by Director McClintock, seconded by Director Taniguchi and, upon vote, unanimously carried, the Board approved the agenda as presented.

Disclosures of potential conflicts of interest: All conflicts have been filed.

Quorum, location of meeting and posting of meeting notices: A quorum and the location of the meeting were confirmed, and verified notice has been posted.

Public comment: None.

Minutes from the November 30, 2021 regular Board meeting: Following review, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board approved the Minutes of the November 30, 2021 regular Board meeting as presented.

Resolution Regarding 2023 Annual Administrative Matters: Following

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review, upon a motion duly made by Director Schwartz, seconded by Director Slack and, upon vote, unanimously carried, the Board adopted the Resolution Regarding 2023 Annual Administrative Matters as presented.

Requirements of Section 32-1-809, C.R.S. and compliance for 2023 (District Transparency Notice): Following discussion, the Board directed staff regarding compliance for the 2023 District Transparency Notice.

2023 insurance renewal and documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson Risk Management and membership in the Special District Association: Following discussion, upon a motion duly made by Director McClintock, seconded by Director Schwartz and, upon vote, unanimously carried, the Board approved the 2023 insurance renewal and adopted the documents needed to maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson Risk Management, and authorized membership in the Special District Association.

FINANCIAL MATTERS

Previous claims: Mr. Wilson reviewed the claims with the Board, noting the total amount of \$347,937.02. Following review, upon a motion duly made by Director McClintock, seconded by Director Schwartz and, upon vote, unanimously carried, the Board approved and ratified the previous claims as presented.

Unaudited Financial Statements for the period ending August 31, 2022: Following review, upon a motion duly made by Director McClintock, seconded by Director Slack and, upon vote, unanimously carried, the Board accepted the Unaudited Financial Statements for the period ending August 31, 2022 as presented.

Public hearing to consider amendment of the 2022 Budget; Resolution to Amend the 2022 Budget: Upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board opened the public hearing at 11:10 a.m. It was noted that publication of Notice stating that the Board would consider amendment of the 2022 Budget 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. Upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board closed the public hearing at 11:11 a.m.

Following review and discussion, upon a motion duly made by Director McClintock, seconded by Director Slack and, upon vote, unanimously carried, the Board approved the amendment of the 2022 Budget in the amount of

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\$420,000 and adopted the Resolution to Amend the 2022 Budget as presented.

Public hearing on the proposed 2023 Budget; Resolution to Adopt the 2023 Budget and Appropriate Sums of Money: Upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board opened the public hearing at 11:10 a.m. It was noted that publication of Notice stating that the Board would consider adoption of the 2023 Budget 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. Upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board closed the public hearing at 11:11 a.m.

Following review and discussion, upon a motion duly made by Director McClintock, seconded by Director Slack and, upon vote, unanimously carried, the Board approved the proposed 2023 Budget and adopted the Resolution to Adopt the 2023 Budget and Appropriate Sums of Money as presented.

District accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties: Following discussion, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board authorized the District accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

Board member to sign the DLG-70 Certification of Tax Levies: Following discussion, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board appointed Director Taniguchi to sign the DLG-70 Certification of Tax Levies.

District accountant to prepare 2024 Budget: Following discussion, upon a motion duly made by Director McClintock, seconded by Director Slack and, upon vote, unanimously carried, the Board appointed the District accountant to prepare the 2024 Budget.

Engagement with Wipfli LLP to prepare the 2022 Audit: Following discussion, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board approved the engagement with Wipfli LLP to prepare the 2022 Audit.

2021 Audit: It was noted for the Board that the District accountant obtained a clean opinion for the 2021 Audit. Following review, upon a motion duly made by Director McClintock, seconded by Director Schwartz and, upon vote, unanimously carried, the Board ratified the approval of the 2021 Audit as

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presented.

Other: None.

LEGAL MATTERS

Resolution Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election: The Board reviewed the Resolution and noted that Directors Taniguchi and Schwartz are up for election in 2023. Following review, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board adopted the Resolution Calling a Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election as presented.

Directors' Exclusion from Worker's Compensation Coverage Resolution: Following review, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board approved the Directors' Exclusion from Worker's Compensation Coverage Resolution as presented.

Other: None.

MANAGER MATTERS

Landscape maintenance of Westmoor 7, 8, 9 and 10 areas: The Board reviewed the landscaping maintenance completed over the summer and recommended replacing the volleyball nets. It was noted that the Westmoor 7, 8, 9 and 10 areas have been cleaned up. No action was taken.

Proposal for Plant Health Care from BrightView Landscape Services, Inc.: Ms. Maxey reviewed the Proposal with the Board, noting the total amount of \$21,578.84. Following review, upon a motion duly made by Director McClintock, seconded by Director Schwartz and, upon vote, unanimously carried, the Board ratified the approval of the Proposal for Plant Health Care from BrightView Landscape Services, Inc. as presented.

Proposal for Tree Removal and Replacement at Westmoor Drive from BrightView Landscape Services, Inc.: Following review, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board ratified the approval of Proposal for Tree Removal and Replacement at Westmoor Drive from BrightView Landscape Services, Inc. as presented.

2023 Landscape Services Agreement with BrightView Landscape Services, Inc.: The Board reviewed the Agreement and noted a 4% overall increase from the previous year. Following review, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously

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carried, the Board approved the 2023 Landscape Services Agreement with BrightView Landscape Services, Inc. as presented.

2022-2023 Master Snow Management Agreement with BrightView Landscape Services, Inc.: Following review, upon a motion duly made by Director Slack, seconded by Director Schwartz and, upon vote, unanimously carried, the Board ratified the approval of the 2022-2023 Master Snow Management Agreement with BrightView Landscape Services, Inc. as presented.

Proposal for 2023 Plant Health Care from BrightView Landscape Services, Inc.: Following review, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board approved the Proposal for 2023 Plant Health Care from BrightView Landscape Services, Inc. as presented.

Proposal for Tree Pruning and Removal from BrightView Landscape Services, Inc.: Following review, upon a motion duly made by Director Schwartz, seconded by Director McClintock and, upon vote, unanimously carried, the Board approved the Proposal for Tree Pruning and Removal from BrightView Landscape Services, Inc. as presented.

Proposal for Northern Red Oak Installation from BrightView Landscape Services, Inc.: Following review, upon a motion duly made by Director McClintock, seconded by Director Schwartz and, upon vote, unanimously carried, the Board approved the Proposal for Northern Red Oak Installation from BrightView Landscape Services, Inc. as presented.

Quality Site Assessment from BrightView Landscape Services, Inc.: The Board reviewed the Quality Site Assessment from BrightView Landscape Services, Inc. No action was taken.

CliftonLarsonAllen LLP statements of work: Following review, upon a motion duly made by Director McClintock, seconded by Director Slack and, upon vote, unanimously carried, the Board approved the CliftonLarsonAllen LLP statements of work as presented.

Other: None.

**DIRECTOR
MATTERS**

Other: None.

OTHER BUSINESS

Other: None.

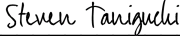
ADJOURNMENT

There being no further business to come before the Board at this time, Ms.

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Denslow adjourned the meeting at 11:49 a.m.

Respectfully submitted,

DocuSigned by:

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Secretary for the Meeting