

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF

RM MEAD METROPOLITAN DISTRICT

Held: Tuesday, March 21, 2023, at 10:30 A.M.

This meeting was held via teleconference.

**ATTENDANCE**

The meeting was held in accordance with the laws of the State of Colorado. The following directors were in attendance:

AJ Beckman  
Bryan Reid  
Brandon Jack  
Natalie Ricci

Also present were: Ashley B. Frisbie, White Bear Ankele Tanaka & Waldron, Attorneys at Law, District Manager; Elizabeth Marlow, MSI, LLC, Community Manager; Joy Tatton, Simmons & Wheeler, P.C., District Accountant; Jordan Smith, Forestar (USA) Real Estate Group Inc.; and Jordan Honea, D.R. Horton.

**ADMINISTRATIVE MATTERS**

Call to Order

The meeting was called to order.

Declaration of Quorum and Confirmation of Director Qualifications

Ms. Frisbie noted that a quorum for the Board was present and the directors confirmed their qualification to serve.

Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest

Ms. Frisbie advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Frisbie reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest, if any, were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Frisbie inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation

of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda

Ms. Frisbie presented the Board with the proposed agenda for the meeting. Upon a motion duly made and seconded, the Board unanimously approved the agenda as presented.

Consider Election of Officers

The Board discussed the election of officers. Upon a motion duly made and seconded, the Board unanimously elected its officers to the following positions:

- AJ Beckman – President
- Brandon Jack – Secretary/Treasurer
- Bryan Reid – Assistant Secretary
- Natalie Ricci – Assistant Secretary

**PUBLIC COMMENT**

There was no Public Comment.

**CONSENT AGENDA**

The Board was presented with the consent agenda items. Upon a motion duly made and seconded, the Board unanimously took the following actions:

- a. Approved Board Meeting Minutes from October 25, 2022 Regular Meeting
- b. Ratified Payment of Claims as of March 21, 2023 (\$54,385.06)
- c. Ratified Approval of Claims as of March 21, 2023 (\$16,016.39)
- d. Accepted Unaudited Financial Statements as of December 31, 2022
- e. Accepted Monthly Financial Reports from MSI, LLC (December 2022 through February 2023)
- f. Ratified Approval of Holiday Lighting Install by SavATree, LLC
- g. Ratified Approval of First Addendum to Independent Contractor Agreement with Independent District Engineering Services, LLC for Cost Certification Services

**MANAGEMENT MATTERS**

Community Manager Updates

Ms. Marlow provided the Board with an update on the status of management matters and inquired as to the Board's preferred communication to the homeowners. Director Jack noted that he would like to ensure continued education about the District is provided to the homeowners and would like to ensure the

District's Welcome Letter is updated. He also requested that Ms. Marlow circulate information regarding native grasses to the homeowners. Director Beckman recommended utilizing the Special District Association manual about special districts as a resource for homeowners.

Mr. Beckman inquired as to if Little Thompson Water District ("LTWD") will be imposing any water restrictions this summer. Director Reid confirmed that LTWD recommends watering a maximum of three days per week. Director Jack noted that he will reach out to LTWD to confirm any restrictions.

The Board discussed weeds in the native area. Director Jack confirmed that the developer will ensure that any weeds are addressed prior to conveyance. Director Jack also recommended that the Board consider installing signs encouraging residents not to disturb the native seed and grasses.

Update on May 2, 2023  
Election

Ms. Frisbie provided an update on the May 2, 2023 election noting that there were no more nominees than seats available, so the election has been cancelled. Self-Nomination and Acceptance forms were received from all directors whose terms were up, as well as from Jordan Smith.

Ratification of Approval of  
Service Agreement with  
Waste Management of  
Colorado, Inc. for Trash  
Removal Services

The Board reviewed the Service Agreement with Waste Management of Colorado, Inc. for trash removal services. Upon a motion duly made and seconded, the Board unanimously ratified the agreement, subject to clarification that the homeowners will be billed separately.

Update on Status of  
Conveyance of Public  
Improvements

Director Jack provided an update on the status of conveyance of public improvements to the Board, noting that there has been a lot of progress on the punchlist. Representatives from the District, the developer, and Independent District Engineering Services, LLC ("IDES") will be completing a punchlist walkthrough on March 28, 2023.

## **LEGAL MATTERS**

Consider Approval of  
Contract to Rent Water  
Rights by and between the  
District and Little  
Thompson Water District

Director Reid provided background on the Contract to Rent Water Rights by and between the District and LTWD, noting that the contract is renewable annually but will not be automatically renewed, as LTWD will not enter into a multi-year lease. Upon a motion duly made and seconded, the Board unanimously approved the contract. Ms. Frisbie noted that an updated Statement of Authority will be prepared and provided to LTWD.

Consider Approval of Non-Residential Domestic Water Agreement by and between the District and Little Thompson Water District

Director Reid provided an update on the Non-Residential Domestic Water Agreement by and between the District and LTWD, noting that this is related to the Phase 2 irrigation meter install. Upon a motion duly made and seconded, the Board unanimously approved the agreement.

Discuss and Consider Approval of Special Counsel for Collection, Foreclosure and Covenant Enforcement Services

Ms. Frisbie presented the Board with proposals for collection, foreclosure, and covenant enforcement services. Following discussion, upon a motion duly made and seconded, the Board unanimously selected Altitude Community Law P.C. as special counsel for these services.

## **FINANCIAL MATTERS**

Discuss Engagement of Auditor to Perform 2022 Audit

Ms. Tatton provided the Board with an update regarding the engagement of an auditor to perform the 2022 Audit, noting that the District's prior auditor was not able to renew their engagement for the 2022 Audit. Ms. Tatton reported that her office is working to obtain proposals for alternate auditors.

Discuss Director Compensation

Ms. Frisbie informed the Board that none of the Directors are currently receiving compensation for their service. Following discussion, it was determined that no director compensation would be provided at this time.

## **OTHER BUSINESS**

Next Regular Meeting

The next regular meeting is scheduled for July 25, 2023 at 10:30 a.m.

## **ADJOURNMENT**

There being no further business to be conducted, the meeting was adjourned.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

*Brandon Jack*

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Secretary for the Meeting