

MINUTES OF THE JOINT REGULAR MEETING OF
THE BOARDS OF DIRECTORS OF

TRAILS AT CROWFOOT METROPOLITAN DISTRICT
NOS. 1-3

Held: Thursday, September 28, 2023, at 4:00 p.m.

This meeting was held via teleconference.

Attendance

The Joint Regular meeting of the Boards of Directors of the Trails at Crowfoot Metropolitan District Nos. 1-3 was called and held as shown above and in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve on the Boards, were in attendance:

District No. 1:

Sarah Hunsche
Christian Matt Janke
Christopher Elliott
Zachary Burgeson

District No. 2:

Sarah Hunsche
Christian Matt Janke
Lauren Pennetti
Christopher Elliott

District No. 3:

Sarah Hunsche
Christian Matt Janke
Christopher Elliott

Director Corey Elliott (District Nos. 2 & 3) and Matthew Cavanaugh (District No. 3) were absent. All absences are deemed excused unless otherwise noted in these minutes.

Also present: Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; Ashley B. Frisbie and Dan J. Cordova, White Bear Ankele Tanaka & Waldron, District Management; Cathee Sutton, CliftonLarsonAllen LLP, District Accountant; and Jennifer Thomas, Front Range Recreation, Inc. (“FRR”) (*for a portion*).

Call to Order

It was noted that a quorum of the Boards were present and the meeting was called to order.

Combined Meeting

The Boards of Directors of the Districts have determined to hold joint meetings of the Districts and to prepare joint minutes of action taken by the Districts in such meetings. Unless otherwise noted herein, all official action reflected in these minutes is the action of each of the Districts. Where necessary, action taken by an individual District will be so reflected in these minutes.

Conflict of Interest Disclosures

Ms. Frisbie advised the Boards 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 were filed with the Secretary of State’s Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. Ms. Frisbie inquired into whether members of the Boards 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 Boards to act.

Agenda

Ms. Frisbie presented the Boards with the agenda for the meeting for consideration. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the agenda as presented.

Consider Election of Officers (District No. 1)

Deferred.

Public Comment

None.

Consent Agenda

Ms. Frisbie reviewed the items on the consent agenda with the Boards. Ms. Frisbie advised the Boards that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved and/or ratified.

- Minutes from May 25, 2023 Regular Meeting;
- 2022 Annual Report;
- Purchase of Pet Waste Stations (\$1,127.91);
- Independent Contractor Agreement with @Yur Service, LLC for Pet Waste Station Installation;
- Independent Contractor Agreement with Mile High Kona Ice for Dessert Catering Services on July 4, 2023;

- Third Addendum to Independent Contractor Agreement with Front Range Recreation, Inc. for Pool Management Services (Extended Pool Season) (\$2,470.00);
- Sixth Addendum to Independent Contractor Agreement with Environmental Landworks Company, Inc. (“ELCI”) for Landscape Maintenance Services (Irrigation Repairs) (\$5,120.50);
- Seventh Addendum to Independent Contractor Agreement with ELCI for Landscape Maintenance Services (Irrigation Repairs) (\$3,325.00);
- Eighth Addendum to Independent Contractor Agreement with ELCI for Landscape Maintenance Services (Irrigation Repairs) (\$4,684.00);
- Ninth Addendum to Independent Contractor Agreement with ELCI for Landscape Maintenance Services (Additional Pet Waste Station Maintenance) (\$2,430.00);
- Tenth Addendum to Independent Contractor Agreement with ELCI for Landscape Maintenance Services (Irrigation Repairs) (\$14,670.00);
- Extension of 2022 Audit (District No. 3); and
- Independent Contractor Agreement with The Cutting Edge Landscaping, Inc for Mosquito Control.

Management Matters

Update on Status of 2023 Pool Operations

Ms. Thomas provided the Boards with an update on pool operations, noting that the pool has been winterized. Ms. Thomas reported that FRR will perform an end of season walkthrough in a few weeks and a report will be provided.

Update on Shade Structure and Pool Deck Umbrellas

Ms. Frisbie provided the Boards with an update on the pool deck umbrellas, noting that they were delivered at the end of August and positive feedback from residents has been received.

Discuss Pool Furniture

Ms. Frisbie reported that management had received a request from a resident to have regular chairs added, to help with ease for people who may be elderly or have physical limitations. Following discussion, the Boards authorized staff to obtain quotes. Ms. Thomas indicated she will obtain a quote for a few tables and chairs.

Discuss Gate Access and Keys

Ms. Frisbie discussed pool gate access with the Boards, noting that residents are currently using regular keys for pool gate access, which are easy to duplicate and pass along to non-registered persons, and also limit the District’s control on individual access, as may be needed. Following discussion, the Boards authorized staff to obtain proposals for mobile access and access card/key fobs.

Update on Status of
Landscape Maintenance
Operations

Mr. Cordova provided the Boards with an update on the status of landscape maintenance operations, noting that ELCI has indicated that a native beauty band mow occurred recently. Fall services are scheduled for mid-October. The Boards requested that management inspect the native mow.

Review and Consider
Approval of Proposals for
2024 Landscape
Maintenance Services,
2023/2024 Snow Removal
Services, and 2023 Holiday
Lighting Services

Mr. Cordova informed the Boards that multiple proposals were received and are included in the meeting packet for the Boards' review and consideration. Following discussion, the Boards determined to defer approval of proposals until the October meeting, and requested that management obtain additional pricing from all contractors who provided holiday lighting proposals for future estimated labor costs, assuming the District were to purchase materials this year.

Discuss Status of
Conveyance of Landscaping
Improvements (Filing Nos.
1 and 9)

Mr. Cordova provided the Boards with an update on the status of conveyance of landscaping improvements in Filing Nos. 1 and 9, noting that this is in process and management is working with D.R. Horton to confirm maintenance of improvements in 2024.

Update on Social
Committee Matters

Social Committee Report

Ms. Frisbie reviewed the Social Committee Report with the Boards.

*Consider Reappointment of
Social Committee Members*

Ms. Frisbie informed the Boards that members of the Social Committee are appointed for a 1-year term and may be reappointed at the discretion of District No. 3. She noted that three of the Social Committee members are up for reappointment, including Jackie Matlick, Nancy Saucedo, and Allison McCreary. Following discussion, and a motion duly made and seconded, the Board of District No. 3 unanimously reappointed Ms. Matlick, Ms. Saucedo, and Ms. McCreary to the Social Committee.

Other Management Matters

None.

Legal Matters

Discuss Town Hall Meeting
Required by Senate Bill 23-
110

Ms. Murphy provided the Boards with an overview of Senate Bill 23-110 and the new requirement to hold an Annual Town Hall Meeting.

*Proposed Town Hall
Meeting on October 26,
2023, at 5:00 P.M.*

The Board discussed scheduling of the Annual Town Hall Meeting, as required by Senate Bill 23-110. Following discussion, the Boards unanimously confirmed that the Annual Town Hall Meeting will be held on October 26, 2023 at 5:00 P.M.

Other Legal Matters None.

Financial Matters

Consider Approval of Claims Ms. Sutton presented the Boards with the claims, in the amount of \$351,237.31. Ms. Sutton noted that all payments to the Town of Parker are caught up and will be paid on a monthly schedule going forward. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously ratified the claims.

Consider Acceptance of Schedule of Cash Position and Property Tax Schedule Ms. Sutton presented the Boards with the schedule of cash position and property tax schedule. Following discussion, upon a motion duly made and seconded, the Boards unanimously accepted the schedule of cash position and property tax schedule.

Consider Acceptance of 2022 Audit (District No. 3) Ms. Sutton presented the Board of District No. 3 with the 2022 Audit. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously accepted the 2022 Audit.

Discuss 2024 Budget

Discuss Requirements of SB23-303 Relating to Limitations on Property Tax Revenue Ms. Sutton provided the Boards with an overview of Senate Bill 23-303, assessment rates, and the statewide ballot issue: Proposition HH. Ms. Sutton provided the current assessed valuation for each District, noting that one budget will be presented for each District, which will include an alternate scenario if Proposition HH were to pass. Ms. Sutton also reported that Douglas County Board of County Commissioners voted to approve a 4% reduction in property value assessments for single family residences. Following discussion, the Boards requested that this change be incorporated into the proposed budgets.

Discuss Contributions by Trails at Crowfoot Master Owner's Association, Inc. Director Hunsche reported that the Trails at Crowfoot Master Owner's Association, Inc. has received and is evaluating the budget that District No. 3 provided.

Other Business None.

Adjourn There being no further business to come before the Boards, upon a motion duly made, seconded and unanimously carried, the Boards determined to adjourn the meeting.

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

COREY ELLIOTT

COREY ELLIOTT (Nov 6, 2023 14:31 MST)

Secretary for the Meeting

The foregoing minutes were approved by the Boards of Directors on the 26th day of October, 2023.