

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

TRAILS AT CROWFOOT METROPOLITAN DISTRICT  
NOS. 1-3

Held: Thursday, October 26, 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  
Zachary Burgeson  
Christopher Elliott

District No. 2:

Sarah Hunsche  
Christian Matt Janke  
Christopher Elliott  
Lauren Pennetti

District No. 3:

Sarah Hunsche  
Christian Matt Janke  
Christopher Elliott

Director Corey Elliott (District Nos. 2 & 3) and Director 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 Eli Schlagel, Front Range Recreation, Inc. ("FRR") (*for a portion*).

<b>Call to Order</b>	It was noted that a quorum of the Boards were present and the meeting was called to order.
<b>Combined Meeting</b>	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.
<b>Conflict of Interest Disclosures</b>	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.
<b>Agenda</b>	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.
<b>Consider Election of Officers (District No. 1)</b>	Ms. Frisbie reported that the Board is required to have a President, Secretary, and Treasurer, which Secretary position is not required to be a member of the Board. Following discussion, upon a motion duly made and seconded, the Board of District No. 1 unanimously elected the officer positions as follows:  President: Sarah Hunsche Treasurer: Christian Matt Janke Secretary: Zachary Burgeson Assistant Secretary: Christopher Elliott
<b>Public Comment</b>	None.
<b>Consent Agenda</b>	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 September 28, 2023 Regular Meeting.

## **Management Matters**

### Update on Status of Pool Operations

#### *Review 2023 Pool Closing Report*

Mr. Schlagel presented the Boards with the 2023 Pool Closing Report.

#### *Consider Approval of Proposals from Front Range Recreation, Inc. for Pool Repair Work*

Mr. Schlagel presented the Boards with the proposals from FRR for pool repair work. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously approved the proposals for pool repair work, in the amounts of \$252.88 and \$190.90.

#### Consider Approval of Proposal from Front Range Recreation, Inc. for 2024 Pool Hours, Dates, and Compensation Schedule

Mr. Schlagel presented the Boards with the proposal from FRR for 2024 Pool Hours, Dates, and Compensation Schedule. Ms. Frisbie noted that the proposed pool dates contemplate an extended pool season, from September 3 – September 15 (maintenance only). Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously approved the proposal.

#### Update on Status of Landscape Maintenance Operations

Mr. Cordova provided the Boards with an update on the status of landscape maintenance operations, noting that the final native mow has been completed and the irrigation system is being winterized this week.

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

Mr. Cordova presented the Boards with the proposals for 2024 Landscape Maintenance Services and 2023/2024 Snow Removal Services. Following discussion, the Boards determined to defer selection of a contractor for landscape maintenance and snow removal services at this time and authorized Director Janke and Director Hunsche to select those contractors outside of a board meeting.

Mr. Cordova presented the Boards with the proposals for 2023 Holiday Lighting Services Proposals. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously approved the engagement of Keesen Landscape Management, Inc. to perform 2023 Holiday Lighting Services.

Consider Adoption of Resolution Regarding Acquisition of Public Improvements (Filings Nos. 1 and 9) pursuant to the Second Amended and Restated Infrastructure Acquisition and Reimbursement Agreement with HR935, LLC (District No. 3)

Deferred.

*Consider Approval of Bill of Sale (District No. 3)*

Deferred.

*Consider Approval of Additional Property Coverage (District No. 3)*

Deferred.

Update on Social Committee Matters

*Acknowledge Resignation of Social Committee Member*

Ms. Frisbie informed the Boards that Marnie Barry resigned from the Social Committee on October 2, 2023.

*Consider Appointment of Social Committee Member*

Ms. Frisbie informed the Boards that Sandra Cintron previously resigned from the Social Committee in May; however, she has expressed an interest in being reappointed to the Social Committee as her personal time commitments have changed. Ms. Frisbie noted that the Chair of the Social Committee has recommended Ms. Cintron's appointment and her qualifications have been confirmed. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously approved the appointment of Ms. Cintron to the Social Committee.

Other Management Matters

None.

## **Legal Matters**

Consider Adoption of Resolution Establishing Policies and Procedures for the Maintenance of Five-Globe Lights

Ms. Murphy presented the Boards with the Resolution Establishing Policies and Procedures for the Maintenance of Five-Globe Lights. Following discussion, upon a motion duly made and seconded, the Board of District No. 3 unanimously adopted the resolution, subject to final review by legal counsel.

Other Legal Matters

None.

**Financial Matters**

Consider Approval of Claims Ms. Sutton presented the Boards with the claims, in the amount of \$90,308.26. Following discussion, upon a motion duly made and seconded, the Board 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.

Other Financial Matters The Boards discussed the 2024 Budget and associated contribution from the Trails at Crowfoot Master Owners Association. Ms. Sutton noted there may be some property tax revenue available in the District’s General Fund for expenditures shown in the Special Revenue Fund.

**Other Business** Ms. Frisbie noted that the November meeting will be held a week early, on November 16, 2023, due to the Thanksgiving Holiday.

**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.

  
Chris Emmott (Nov 20, 2023 17:15 MST)

Secretary for the Meeting

The foregoing minutes were approved by the Boards of Directors on the 16<sup>th</sup> day of November, 2023.