

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARDS OF DIRECTORS OF THE  
CASTLE PINES TOWN CENTER METROPOLITAN DISTRICT  
NOS. 1 - 3 (THE "DISTRICTS")  
HELD  
OCTOBER 14, 2021

A special meeting of the Boards of Directors of the Castle Pines Town Center Metropolitan District Nos. 1 – 3 (referred to hereafter as the "Boards") was convened on October 14, 2021, at 1:00 p.m. Due to concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, this Districts' Board meeting was held via Microsoft Teams. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Jack A. Vickers III, President  
Jeffrey J. (Jake) Schroeder, Secretary  
Matt Buster, Assistant Secretary

#### Also, In Attendance Were:

Denise Denslow; CliftonLarsonAllen LLP ("CLA")  
Paul Cockrel, Esq.; Collins Cockrel & Cole P.C.

### ADMINISTRATIVE MATTERS

**Call to order and approval of agenda:** The meeting was called to order at 1:02 p.m. An item was added under District Matters to consider an Agreement with Manhard Consulting for on-call services. Following review and discussion, upon a motion duly made by Director Schroeder, seconded by Director Vickers and, upon vote, unanimously carried, the Board approved the agenda as amended.

**Disclosures of potential conflicts of interest:** It was reported that Directors Vickers, Schroeder and Buster had previously filed a Disclosure of Potential Conflict of Interest Statement with the Board and the Secretary of State in accordance with statutory requirements.

All Disclosure of Potential Conflict of Interest Statements, whether filed for this meeting or previously, are deemed continuing in nature and are incorporated into the record of the meeting.

All Directors stated that the participation of at least three of them in the meeting was necessary to obtain a quorum of the Board or otherwise enable the Board to act; that written disclosures of such potential conflicts of interest of each Director had been filed with the Board and the Secretary of State in accordance with statutory requirements; and that the nature of each Director's private interests related to their directorship or officership positions. After each

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Director had summarily stated for the record the fact and nature of his private interests and had further stated that the determination to participate in voting or take any other action on any contract or other matter in which he may have a private interest would be made in compliance with Section 24-18-201(1)(b)(V), C.R.S., on an ad hoc basis, the Board turned its attention to the agenda items.

**Quorum, location of meeting and posting of meeting notice:** The Board confirmed a quorum, the location of the meeting and the posting of the meeting notice.

**Public comment:** There were no members of the public present.

**Minutes from the April 28, 2021 meeting:** Following review, upon a motion duly made by Director Schroeder, seconded by Director Buster and, upon vote, unanimously carried, the Board approved the minutes from the April 28, 2021 meeting as presented.

### FINANCIAL MATTERS

**2022 Budgets:** Ms. Denslow informed the Board that the draft 2022 Budgets were distributed to them via email in accordance with the October 15<sup>th</sup> statutory requirements. Discussion ensued. It was noted that the 2022 Budgets will be reviewed in final form at the November meeting, at which time the public hearing will also be conducted.

**Potential to issue District Bonds for infrastructure:** Director Vickers provided an update to the Board regarding the potential to issue District Bonds for infrastructure, noting that it would take place in early 2022. He stated that he will obtain an engagement letter from D.A. Davidson to be ratified at the November meeting. It was noted that a Municipal Advisor will also be engaged for services to the Districts.

**Other:** None.

### DISTRICT MATTERS

**District water and sewer infrastructure assets and phasing of infrastructure improvements:** Director Vickers provided an overview to the Board regarding the Districts' infrastructure plans.

**Service Agreement with Manhard Consulting for On-Call Services:** The Board reviewed the Service Agreement. It was noted that the Agreement will provide general service for District engineering purposes. The Agreement suggests a budget of \$22,000 and task orders will be generated as needed. It was noted that Director Buster is an employee but not a substantial owner, director, officer or creditor of Manhard Consulting. Following review and discussion, upon a motion duly made by Director Vickers, seconded by Director Schroeder and, upon vote, the Board approved the Service Agreement with Manhard Consulting for On-Call Services as presented. Director Buster abstained from

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the vote.

OTHER BUSINESS:

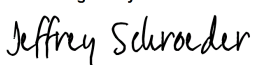
**Quorum for next meeting – public hearing to review and approve 2022 Budgets:** It was noted that CLA will reach out to the Board to confirm the Budget hearing meeting date later in the month.

**Other:** Attorney Cockrel informed the Board regarding the process for disclosing conflicts and filing conflict statements in accordance with statutory requirements. Additional information will be provided to the Board.

ADJOURNMENT

There being no further business, the Board adjourned the meeting at 2:03 p.m.

Respectfully submitted,

DocuSigned by:  
  
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Secretary for the Meeting