

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE CITYSET METROPOLITAN DISTRICT NO. 2 HELD JUNE 15, 2022

A Regular Meeting of the Board of Directors (hereinafter referred to as the "Board") of CitySet Metropolitan District No. 2 (hereinafter referred to as the "District") was held on Wednesday, June 15, 2022, at 9:30 a.m. This District Board Meeting was held by conference call without any individuals (neither district representatives nor the general public) attending in person. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Jason Gaede
Ashley Dimond

Following discussion, upon motion made by Director Gaede, seconded by Director Dimond, the absence of Director Hays was excused.

Also In Attendance Were:

David Solin; Special District Management Services, Inc. ("SDMS")

Paula Williams, Esq.; McGeady Becher P.C.

Kimberly Johannis; Simmons & Wheeler, P.C.

Howard Pollack; Stonebridge Companies ("SBCO")

William Martinic; SBCO and Board Candidate

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board and to the Secretary of State. Mr. Solin noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. No new conflicts of interest were disclosed, and Attorney Williams reported that all Directors' Disclosure Statements had been filed by the statutory deadline.

RECORD OF PROCEEDINGS

ADMINISTRATIVE MATTERS

Agenda: The Board reviewed the proposed Agenda for the District’s Regular Meeting.

Following discussion, upon motion made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Agenda was approved, as amended.

Designation of 24-hour Posting Location: Upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted within the boundaries of the District at least 24-hours prior to each meeting on a parking sign within the Boundaries of the District.

May 3, 2022 Election: Mr. Solin discussed with the Board the results of the May 3, 2022 Regular Election for Directors (“Election”). It was noted that the Election was cancelled, as allowed under Colorado law, by the Designated Election Official because there were not more candidates than positions available on the Board of Directors. Director Dimond was deemed elected to a 1-year term ending in May, 2023 and Directors Gaede and Hays were deemed elected to 3-year terms ending in May 2025.

Board Appointment: The Board discussed the vacancies on the Board. Following discussion and upon motion duly made by Director Gaede, seconded by Director Dimond, to nominate District eligible elector William Martinic to fill one of the vacant seats and, upon vote, unanimously carried, the Board appointed William Martinic to fill one vacancy on the Board. The Oath of Director was administered.

Appointment of Officers: Following discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Jason Gaede
Treasurer	Mark Hays
Secretary	David Solin
Assistant Secretary	Ashley Dimond
Assistant Secretary	William G. Martinic

Minutes: The Board reviewed Minutes of the November 17, 2021, December 21, 2021 and February 16, 2022 Special Meetings.

Following discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Minutes of November 17, 2021, December 21, 2021 and February 16, 2022 Special Meetings were approved, as presented.

RECORD OF PROCEEDINGS

PUBLIC COMMENT

There was no public comment.

FINANCIAL MATTERS

Claims: The Board reviewed and considered ratifying approval of payment of claims for the periods ending as follows:

Fund	Period Ending Nov. 18, 2021	Period Ending Dec. 15, 2021	Period Ending Jan. 20, 2022	Period Ending Feb. 10, 2022
General	\$ 6,300.75	\$ 16,290.70	\$ 42,205.30	\$ 16,010.56
Debt Service	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total Claims	\$ 6,300.75	\$ 16,290.70	\$ 42,205.30	\$ 16,010.56

Fund	Period Ending March 17, 2022	Period Ending April 7, 2022	Period Ending May 12, 2022
General	\$ 56,669.07	\$ 23,425.88	\$ 18,190.21
Debt Service	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-
Total Claims	\$ 56,669.07	\$ 23,425.88	\$ 18,190.21

Following review, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board ratified the payment of claims, as presented.

Unaudited Financial Statements: Ms. Johanns reviewed the unaudited financial statements through the period ending March 31, 2022.

Following review and discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending March 31, 2022.

2021 Budget Amendment Hearing: The President opened the public hearing to consider the Resolution to Amend the 2021 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2021 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 this public hearing. There were no comments from the public in attendance and the public hearing was closed.

Following discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board adopted the Resolution Amending the 2021 Budget.

2021 Audit: Ms. Johanns reviewed the 2021 draft audit with the Board.

Following discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board approved the 2021

RECORD OF PROCEEDINGS

audit, subject to final review by Legal Counsel and Director Hays and authorized execution of the Representations Letter.

Developer Advances: Ms. Johanns discussed the projected need for Developer Advances with the Board.

LEGAL MATTERS

2022 Operation Funding Agreement between the District and Oxford Properties, Inc.: The Board reviewed the 2022 Operation Funding Agreement between the District and Oxford Properties, Inc.

Following review and discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board ratified approval of the 2022 Operation Funding Agreement between the District and Oxford Properties, Inc.

PROJECTS OPERATIONS/ MAINTENANCE/ CAPITAL REPAIRS

Landscape Maintenance Matters: Mr. Solin and Mr. Martinic updated the Board on the status of landscape maintenance matters.

Change Order #4 from Brightview Landscape Services, Inc. for 2022 Landscape Maintenance: The Board reviewed Change Order #4 from Brightview Landscape Services, Inc. for 2022 Landscape Maintenance.

Following review and discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board ratified approval of Change Order #4 from Brightview Landscape Services, Inc. for 2022 Landscape Maintenance.

Change Order #5 from Brightview Landscape Services, Inc. for 2022 Summer Annuals: The Board reviewed Change Order #5 from Brightview Landscape Services, Inc. for 2022 Summer Annuals.

Following review and discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board ratified approval of Change Order #5 from Brightview Landscape Services, Inc. for 2022 Summer Annuals.

Change Order from Ramey Environmental Compliance, Inc. to extend term of Agreement for Lift Station Operations from June 2022 through June 2023: The Board reviewed a Change Order from Ramey Environmental Compliance, Inc. to extend the term of the Agreement for Lift Station Operations from June 2022 through June 2023.

Following review and discussion, upon motion duly made by Director Gaede, seconded by Director Dimond and, upon vote, unanimously carried, the Board

RECORD OF PROCEEDINGS

ratified approval of a Change Order from Ramey Environmental Compliance, Inc. to extend the term of the Agreement for Lift Station Operations from June 2022 through June 2023.


OTHER MATTERS

There were no other matters for discussion.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By  _____
Secretary for the Meeting