

## RECORD OF PROCEEDINGS

---

### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE CHURCH RANCH METROPOLITAN DISTRICT HELD AUGUST 28, 2019

A special meeting of the Board of Directors of the Church Ranch Metropolitan District (referred to hereafter as "Board") was convened on Wednesday the 28<sup>th</sup> day of August, 2019, at 10:00 A.M., at the offices of Etkin Johnson Real Estate Partners, LLC, 1512 Larimer Street, Suite 100, Denver, Colorado. The meeting was open to the public.

#### ATTENDANCE

##### Directors In Attendance Were:

Gregg Bradbury  
Charles Church McKay  
Barbara Grogan  
Cynthia J. Thomas

Following discussion, upon motion duly made by Director Thomas, seconded by Director McKay and, upon vote, unanimously carried, the absence of Director David Laughlin Johnson was excused.

##### Also In Attendance Were:

Judy Leyshon (in person) and Cade Franks (via speakerphone for a portion of the meeting); Special District Management Services, Inc.

Drew Rippey, Esq.; McGeady Becher P.C.

#### 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 of Directors and to the Secretary of State.

Ms. Leyshon 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. It was noted that all Directors' Disclosure Statements have been filed, and no additional conflicts were disclosed at the meeting.

## RECORD OF PROCEEDINGS

---

### ADMINISTRATIVE MATTERS

**Agenda:** Ms. Leyshon distributed for the Board's review and approval a proposed Agenda for the District's Special Meeting.

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

**Approval of Meeting Location:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, upon motion duly made by Director Grogan, seconded by Director Bradbury and, upon vote, unanimously carried, the Board determined that because there was not a suitable or convenient location within its boundaries to conduct this meeting, it was determined to conduct the meeting at the above-stated location. The Board further noted that notice of the time, date and location was duly posted and that they have not received any objections to the location or any requests that the meeting place be changed by taxpaying electors within its boundaries.

**Appointment of Secretary to the Board:** The Board discussed the appointment of Judy Leyshon as Secretary to the Board for this meeting only.

Following discussion, upon motion duly made by Director Grogan, seconded by Director Bradbury and, upon vote, unanimously carried, the Board acknowledged the appointment of Judy Leyshon as Secretary to the Board for this meeting only.

---

### FINANCIAL MATTERS

**Unaudited Financial Statements:** Mr. Franks presented for the Board's review the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis for the period ending July 31, 2019.

Following review and discussion, upon motion duly made by Director Thomas, seconded by Director Bradbury and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending July 31, 2019.

---

### LEGAL MATTERS

**Agreement between the District and G.W. Scott Landscaping, Inc. for Median Maintenance Services:** The Board reviewed the Agreement between the District and G.W. Scott Landscaping, Inc. for Median Maintenance Services.

Following review and discussion, upon motion duly made by Director McKay, seconded by Director Thomas and, upon vote, unanimously carried, the Board approved the Agreement between the District and G.W. Scott Landscaping, Inc. for

## RECORD OF PROCEEDINGS

---

Median Maintenance Services, including rights-of-way and common areas, for an amount not to exceed \$114,000.

**Xcel Repainting of Center Median Street Lights and Signal Poles along Church Ranch Boulevard:** The Board discussed Xcel repainting the center median street lights and signal poles along Church Ranch Boulevard.

Following review and discussion, upon motion duly made by Director Bradbury, seconded by Director Thomas and, upon vote, unanimously carried, the Board authorized Xcel to repaint the center median street lights and signal poles along Church Ranch Boulevard, in an amount not to exceed \$50,000, to be coordinated by the City of Westminster and subject to legal review. The Board also authorized Mr. Solin to prepare the check for \$50,000 to the City of Westminster and to deliver it.

### **OTHER BUSINESS**

There was no other business to discuss.

### **ADJOURNMENT**

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

Respectfully submitted,

By 

Secretary for the Meeting