

## RECORD OF PROCEEDINGS

---

MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
MOUNTAIN'S EDGE METROPOLITAN DISTRICT (THE "DISTRICT")  
HELD  
MAY 12, 2022

A regular meeting of the Board of Directors of the Mountain's Edge Metropolitan District (referred to hereafter as the "Board") was convened on May 12, 2022, at 6:00 p.m. via Microsoft Teams. The meeting was open to the public via video/telephonic conference.

### ATTENDANCE

#### **Directors In Attendance Were:**

Justin Phillips  
Laura Murawski  
George Turtle  
Marie Watkins

#### **Also In Attendance Were:**

Stephanie Odewumi, Michael Jensen, and Lindsay Ross; CliftonLarsonAllen LLP ("CLA")  
Emily Murphy, Esq.; McGeady Becher P.C.

### ADMINISTRATIVE MATTERS

Ms. Odewumi called the meeting to order at 6:05 p.m.

**Disclosures of Potential Conflicts of Interest:** Attorney Murphy discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest regarding any matters scheduled for discussion at this meeting. Attorney Murphy noted that the Board consists of homeowners and there were no disclosures of potential conflicts of interest filed with the Secretary of State, or any additional conflicts disclosed at the meeting.

**Quorum, Location of Meeting, Posting of Meeting Notice, and Agenda:** A quorum was confirmed.

The Board discussed the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The Board determined to conduct the meeting at the above-stated date and time via video/telephonic conference (Microsoft Teams). It was further noted that notice of the time, date, and location of the meeting was duly posted, and the District had not received any objections to the location of the meeting or any requests that the meeting be changed by taxpaying electors within the District's boundaries.

## RECORD OF PROCEEDINGS

---

The agenda was presented for review. Following discussion, upon a motion duly made by Director Turtle, seconded by Director Phillips and, upon vote, unanimously carried the Board approved the agenda, as presented.

**Resignation of Kevin Miller from the Board of Directors, effective March 18, 2022:** The Board acknowledged the resignation of Kevin Miller from the Board of Directors, effective March 18, 2022.

**Board Vacancy:** The Board discussed the pending vacancy. Director Turtle asked if the other Directors knew anyone interested in serving on the Board and could be appointed. Director Phillips reported he would work with his RE/MAX office regarding the District and provide information for interested homeowners.

**Results of the May 3, 2022 Director Election:** Attorney Murphy discussed the results of the cancelled May 3, 2022 Director Election with the Board. Directors Turtle, Murawksi and Watkins were elected to the Board. Director Murawksi will serve a one-year term until 2023 and Directors Turtle and Watkins will serve three-year terms until 2025.

**Filing of Oaths of Directors:** Attorney Murphy confirmed the oath of directors were filed for all new electors prior to the Board meeting.

**Appointment of Officers:** Following discussion, upon a motion duly made by Director Phillips, seconded by Director Murawski and, upon vote, unanimously carried, the Board appointed the following slate of officers.

President: Justin Phillips  
Secretary: Laura Murawski  
Treasurer: George Turtle  
Assistant Secretary: Marie Watkins

**Public Comment:** There were no public comments.

**Minutes from the February 10, 2022 Regular Board Meeting:** Following review, upon a motion duly made by Director Phillips, seconded by Director Turtle and, upon vote, unanimously carried, the Board approved the February 10, 2022 Regular Board Meeting Minutes, as presented.

**Service Agreement for Fence Repair and Staining by and between the District and Fence Consulting Services, Inc.:** Following discussion, upon a motion duly made by Director Murawski, seconded by Director Phillips and, upon vote, unanimously carried, the Board ratified approval of the Service Agreement for Fence Repair and Staining by and between the District and Fence Consulting Services, Inc.

## RECORD OF PROCEEDINGS

---

Director Turtle reported he directed Fence Consulting Services, Inc. to paint the inside of the fence but was not sure of the color. Fence Consulting Services, Inc. will need to take a sample to match the color. Director Phillips requested Director Murawski to post a picture of the paint color on Facebook for the community's knowledge.

It was also noted Keesen Landscape Management, Inc. will be doing a landscaping project.

**Task Order No. 2 to the Master Service Agreement between the District and Keesen Landscape Management, Inc. for Annual Bed Conversion to Perennials:** Following review, upon a motion duly made by Director Phillips, seconded by Director Murawski and, upon vote, unanimously carried, the Board ratified approval of Task Order No. 2 to the Master Service Agreement between the District and Keesen Landscape Management, Inc. for Annual Bed Conversion to Perennials, as presented.

**Task Order No. 3 to the Master Service Agreement between the District and Keesen Landscape Management, Inc. for 2022 General Landscape Maintenance:** Following review, upon a motion duly made by Director Phillips, seconded by Director Murawski and, upon vote, unanimously carried, the Board ratified approval of Task Order No. 3 to the Master Service Agreement between the District and Keesen Landscape Management, Inc. for 2022 General Landscape Maintenance, as presented.

### FINANCIAL MATTERS

**Unaudited Financial Statements and Cash Position Statement:** Ms. Ross reviewed the Unaudited Financial Statements and Cash Position Statement for the period ending March 31, 2022 with the Board. Director Murawski asked about the high costs for snow removal services and requested a potential increase be considered when drafting the 2023 budget.

Following discussion, upon a motion duly made by Director Turtle, seconded by Director Phillips and, upon vote, unanimously carried, the Board accepted the March 31, 2022 Unaudited Financial Statements and Cash Position Statement, as presented.

**Payment of Claims:** Ms. Ross reviewed the Claims in the amount of \$51,373.42. Following discussion, upon motion duly made by Director Phillips, seconded by Director Turtle and, upon vote, unanimously carried, the Board ratified approval of Claims in the amount of \$51,373.42, as presented.

Ms. Ross asked if the Board would like to change anything regarding processing invoices on Bill.com. The Board directed Ms. Ross to add Director Phillips and keep Director Turtle in the review process.

## RECORD OF PROCEEDINGS

---

**2021 Audit and Execution of Representations Letter:** Ms. Ross reviewed the 2021 Audit with the Board and reported the Audit should be filed by the July 31, 2022 deadline. Director Phillips asked about the collection of less than 100% of taxes. Ms. Ross will review.

Following discussion, upon a motion duly made by Director Turtle, seconded by Director Phillips and, upon vote, unanimously carried, the Board accepted the 2021 Audit, subject to the final review of legal counsel.

### LEGAL MATTERS

There were no legal matters to discuss.

### MANAGER MATTERS / OPERATIONS AND MAINTENANCE

**Mailbox Solar Lighting:** The Board deferred discussion on this matter.

**Website Platform and Maintenance Responsibilities:** Ms. Odewumi reviewed the new legislation that passed concerning website requirements for special districts. The Board directed Ms. Odewumi to solicit proposals for the District website to be hosted on another platform. No further action was taken.

**Amended and Restated Design Landscape Guidelines:** Ms. Odewumi reviewed the Amended and Restated Design Landscape Guidelines with the Board, noting that front lawns of homes are required to have grass, and recommended that the design guidelines be revised to allow for artificial turf or xeriscape options. The Board expressed interest in meeting with Keesen Landscape Management, Inc. to discuss xeriscape options and ideas, and considered forming a committee to oversee changes. Ms. Murphy advised for the Board to consider working with covenant enforcement counsel Moeller Graf, P.C. concerning revisions to the guidelines in light of recent legislative changes.

Following discussion, upon a motion duly made by Director Phillips, seconded by Director Turtle and, upon vote, unanimously carried, the Board created a committee to address the Amended and Restated Design Landscape Guidelines and appointed Directors Murawski and Watkins to the committee. This committee will review the Amended and Restated Design Landscape Guidelines with Moeller Graf, P.C. to ensure the guidelines are legal and enforceable.

### COVENANT ENFORCEMENT

**Covenant Enforcement and Inspection Update:** Ms. Odewumi provided an update to the Board regarding covenant enforcement and inspections, noting that there are no concerns at this time. If concerns arise, she will send a list of violations to the Board prior to violation letters being sent.

### OTHER BUSINESS

**Other:** Director Watkins asked about Christmas lights on houses in the front and back yards. No action was taken.

## RECORD OF PROCEEDINGS

---

### ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Phillips, seconded by Director Turtle and, upon vote, unanimously carried, the meeting was adjourned at 7:21 p.m.

Respectfully submitted,

By   
D69E0006E174453...  
Secretary for the Meeting