

**THIRD CREEK METROPOLITAN DISTRICT NO. 3  
2023 ANNUAL ADMINISTRATIVE MATTERS RESOLUTION**

WHEREAS, Third Creek Metropolitan District No. 3's (the "District") Board of Directors (the "Board") is required to perform certain administrative obligations during each calendar year to comply with certain statutory requirements, as further described below, and to assure the efficient operations of the District; and

WHEREAS, the Board desires to set forth such obligations herein and to designate, where applicable, the appropriate person or person(s) to perform such obligations on behalf of the District; and

WHEREAS, the Board further desires to acknowledge and ratify herein certain actions and outstanding obligations of the District.

NOW, THEREFORE, THE BOARD OF DIRECTORS OF THIRD CREEK METROPOLITAN DISTRICT NO. 3 HEREBY RESOLVES AS FOLLOWS:

1. The Board directs the District Manager to prepare and file either an accurate map, as specified by the Colorado Division of Local Government (the "Division"), or a notice that the District's boundaries have not changed since the filing of the last District map, with the Division, the Adams County Clerk and Recorder and Adams County Assessor on or before January 1, 2023, as required by Section 32-1-306, C.R.S.

2. Pursuant to Section 24-32-116(3)(b), C.R.S, the Board directs legal counsel to update the Division with any of the following information previously provided to the Division, in the event such information changes: (i) the official name of the District; (ii) the principal address and mailing address of the District; (iii) the name of the District's agent; and (iv) the mailing address of the District's agent.

3. The Board directs legal counsel to prepare, no more than sixty (60) days prior to and not later than January 15, 2023, the District's annual transparency notice containing the information set forth in Section 32-1-809(1), C.R.S., and to provide such notice to the eligible electors of the District in one of the manners set forth in Section 32-1-809(2), C.R.S. In addition, legal counsel is directed to file a copy of the notice with the Adams County Board of County Commissioners, the Adams County Assessor, the Adams County Treasurer, the Adams County Clerk and Recorder's Office, the City Council of the City of Commerce City ("City") and the Division as set forth in Section 32-1-104(2), C.R.S. A copy of the notice shall be made available for public inspection at the principal business office of the District.

4. The Board directs the District's accountant to submit a proposed 2024 budget for the District to the Board by October 15, 2023, to schedule a public hearing on the proposed budget, prepare a final budget, and budget resolution, including certification of mill levies and amendments to the budget if necessary; to certify the mill levy to Adams County on or before December 15, 2023; and to file the approved budget and amendments thereto with the proper governmental

entities in accordance with the Local Government Budget Law of Colorado, Sections 29-1-101 to 29-1-115, C.R.S.

5. In the event additional real property is included into the boundaries of the District in the future, the District authorizes legal counsel to record the special district public disclosure document and a map of the new boundaries of the District concurrently with the recording of the order for inclusion in the Adams County Clerk and Recorder's office in accordance with Section 32-1-104.8(2), C.R.S.

6. The Board directs legal counsel to notify the City of any alteration or revision of the proposed schedule of debt issuance set forth in the financial plan attached to the District's Service Plan, as required by Section 32-1-202(2)(b), C.R.S.

7. For any nonrated public securities issued by the District, the Board directs the District accountant to prepare and file with the Division on or before March 1, 2023, an annual information report with respect to any of the District's nonrated public securities which are outstanding as of the end of the District's fiscal year in accordance with Section 11-58-105, C.R.S.

8. The Board hereby authorizes the District's accountant to prepare and file an Audit Exemption and Resolution for approval of Audit Exemption with the Colorado State Auditor by March 31, 2023, as required by Section 29-1-604, C.R.S.; or, if required by Section 29-1-603, C.R.S., the Board authorizes that an audit of the financial statements be prepared and submitted to the Board before June 30, 2023, and filed with the State Auditor by July 31, 2023. In addition, if the District has authorized but unissued general obligation debt as of the end of the fiscal year, the District's accountant shall cause to be submitted to the Board of County Commissioners or the governing body of the municipality that adopted a resolution of approval of the District, the District's audit report or a copy of its application for exemption from audit in accordance with Section 29-1-606(7), C.R.S.

9. The Board directs the District Manager to prepare the Unclaimed Property Act report and forward the report to the Colorado State Treasurer by November 1, 2023 if there is property presumed abandoned and subject to custody as unclaimed property, in accordance with Sections 38-13-401 *et seq.*, C.R.S.

10. The Board directs legal counsel to oversee the preparation of any continuing annual disclosure report required to be filed pursuant to a continuing disclosure agreement, in accordance with the Securities Exchange Commission Rule 15c2-12 and pursuant to any authorizing resolution, indenture, pledge agreement, loan document, and/or any other document related to the issuance of any general or special obligation bonds, revenue bonds, loans from financial institutions or other multiple fiscal year obligations by the District and any refundings thereof.

11. The Board designates the Secretary of the District as the official custodian of "public records," as such term is used in Section 24-72-202(2), C.R.S. Public records may also be maintained at the office of Icenogle Seaver Pogue, P.C. and CliftonLarsonAllen, LLP.

12. The Board directs legal counsel to advise it on the requirements of the Fair Campaign Practices Act Section 1-45-101 *et seq.*, C.R.S., when applicable.

13. The Board directs that all legal notices shall be published in accordance with Section 32-1-103(15), C.R.S., in a paper of general circulation within the boundaries of the District, or in the vicinity of the District if none is circulated within the District including, but not limited to, *Commerce City Sentinel Express*

14. The Board determines that each director shall receive compensation for services as directors in accordance with Section 32-1-902(3)(a), C.R.S in the amount of One Hundred Dollars (\$100.00) per meeting. The Board directs the District's accountant to withhold federal employment taxes from the amount that the directors receive in compensation and to furnish each director with an annual IRS W-2 form.

15. The Board hereby determines that each member of the Board shall execute an Affidavit of Qualification of Director at such time the member is either elected or appointed to the Board. Such forms shall be retained in the District's files. Section 32-1-103(5), C.R.S. sets forth the qualifications required. Pursuant to Section 32-1-901, C.R.S., the Board directs legal counsel to prepare, administer and file an oath of office and a certificate of appointment, if applicable, and procure a surety bond for each Director, and to file copies of each with the Clerk of the Court and with the Division. Pursuant to Section 24-12-101(3), C.R.S., the Board directs legal counsel to further file copies of each with the Adams County Clerk and Recorder.

16. The Board extends the current indemnification resolution, adopted by the Board on January 28, 2021 to allow the resolution to continue in effect as written.

17. Pursuant to Section 32-1-1101.5, C.R.S., the Board directs legal counsel to certify the results of special district ballot issue elections to incur general obligation indebtedness by certified mail to the City and to file a copy of the certification with the Colorado Division of Securities within forty-five (45) days after the election. Furthermore, whenever the District authorizes or incurs a general obligation debt, the Board authorizes legal counsel to record notice of such action and a description of such debt, in a form prescribed by the Division, in the Adams County Clerk and Recorder's office within thirty (30) days after authorizing or incurring the debt in accordance with Section 32-1-1604, C.R.S. Furthermore, whenever the District incurs general obligation debt, the Board directs legal counsel to submit a copy of the recorded notice to the City within thirty (30) days after incurring the debt in accordance with Section 32-1-1101.5(1), C.R.S.

18. The Board directs legal counsel to prepare and file an application for a quinquennial finding of reasonable diligence with the City, if requested, in accordance with Section 32-1-1101.5(1.5) & (2), C.R.S.

19. The Board directs legal counsel to prepare and file the special district annual report in accordance with the District's Consolidated Service Plan and Section 32-1-207(3)(c), C.R.S.

20. The Board has determined that legal counsel will file conflicts of interest disclosures provided by board members with the Colorado Secretary of State seventy-two (72)

hours prior to each meeting of the Board, in accordance with Sections 32-1-902(3)(b) and 18-8-308, C.R.S. Annually, legal counsel shall request that each Board member submit updated information regarding actual or potential conflicts of interest. Additionally, at the beginning of every term, legal counsel shall request that each Board member submit information regarding actual or potential conflicts of interest.

21. The District is currently a member of the Special District Association (“SDA”) and insured through the Colorado Special Districts Property and Liability Pool. The Board directs the District Manager to pay the annual SDA membership dues and insurance premiums in a timely manner. The Board and District staff will biannually review all insurance policies and coverage in effect to determine appropriate insurance coverage is maintained.

22. The Board members have reviewed the minutes from the December 21, 2021, January 27, 2022, April 28, 2022, and July 28, 2022 meetings of the Board, which minutes are attached hereto as Exhibit A. The Board, being fully advised of the premises, hereby ratifies and affirms each and every action of the Board taken at said meeting.

23. Pursuant to Section 32-1-104.5(3)(a), C.R.S., the Board hereby designates the District’s official website as <https://www.thirdcreekmetro.org/>. The Board directs District management to maintain and update the official website of the District in compliance with Section 32-1-104.5(3)(a), C.R.S. (If no website yet: The Board directs District management to establish, maintain and update an official website of the District in compliance with Section 32-1-104.5(3)(a), C.R.S.)

24. Pursuant to Section 24-6-402(2)(d.5)(II)(E), C.R.S., the Board hereby declares that all electronic recordings of executive sessions shall be retained for purposes of the Colorado Open Meetings Law for ninety (90) days after the date of the executive session. The Board further directs the custodian of the electronic recordings of the executive session to systematically delete all such recordings made for purposes of the Colorado Open Meetings Law at its earliest convenience after the ninetieth (90<sup>th</sup>) day after the date of the executive session.

25. The District hereby acknowledges, agrees and declares that the District’s policy for the deposit of public funds shall be made in accordance with the Public Deposit Protection Act (Sections 11-10.5-101 *et seq.*, C.R.S.). As provided therein, the District’s official custodian may deposit public funds in any bank which has been designated by the Colorado Banking Board as an eligible public depository. For purposes of this paragraph, “official custodian” means a designee with plenary authority including control over public funds of a public unit which the official custodian is appointed to serve. The District hereby designates the District’s accountant as its official custodian over public deposits.


26. The Board hereby authorizes the District’s Manager to execute, on behalf of the District, any and all easement agreements pursuant to which the District is accepting or acquiring easements in favor of the District.

27. To the extent the District adopted a Declaration of Local Emergency Resolution, such resolution is hereby terminated.

(Signatures Begin on Next Page)

ADOPTED AND APPROVED THIS 27<sup>th</sup> DAY OF OCTOBER 2022.

THIRD CREEK METROPOLITAN DISTRICT NO. 3

By:    
 DocuSigned by:  
93FD/FAB9DETC4CZ...  
Allison Foster, President

***Signature Page to Third Creek Metropolitan District No. 3 2023 Annual Administrative Matters  
Resolution***

**EXHIBIT A**

**Minutes from the  
December 21, 2021, January 27, 2022, April 28, 2022, and July 28, 2022  
Meetings of the Board**

RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
THIRD CREEK METROPOLITAN DISTRICTS NOS. 1 – 3  
HELD

Thursday, January 27, 2022

A special meeting of the Boards of Directors of the Third Creek Metropolitan District Nos. 1 – 3 (referred to hereafter as the “Boards”) was convened on Thursday, January 27, 2022 at 10:00 a.m. The meeting was open to the public. The meeting was held via Microsoft Teams teleconference.

ATTENDANCE

**In Attendance were Directors:**

Allison Foster, President  
Conan Blakemore, Treasurer  
Mary Elizabeth Vaught, Secretary  
Hannah Abad, Assistant Secretary  
Steven Schrenger, Assistant Secretary

**Also, in Attendance were:**

Lisa Johnson, Jenny Hackelman, Susan Agema and Gigi  
Pangindian; CliftonLarsonAllen LLP (“CLA”)  
Rory Blakemore; Cowley Management LLC  
Alan Pogue and Anna Wool; Icenogle Seaver Pogue, P.C.

ADMINISTRATIVE ITEMS

**Call to Order and Approval of Agenda:** The meeting was called to order at 10:04 a.m. Following review, upon a motion duly made by Director Vaught, seconded by Director Schrenger and, upon vote, unanimously carried, the Boards approved the agenda as presented.

**Potential Conflicts of Interest:** Attorney Pogue discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Boards of Directors to the Secretary of State. The members of the Boards were requested to disclose any potential conflicts of interest regarding 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 statute. It was noted by Attorney Pogue that disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors.

**Quorum, Location of Meeting and Posting of Meeting Notices:** The presence of a quorum was confirmed. The Boards determined to conduct this meeting via Microsoft Teams. The



RECORD OF PROCEEDINGS

Boards further noted that notice providing the time, date and video link information was duly posted and that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the Districts' boundaries.

**Public Comment:** None.

CONSENT AGENDA

**October 28, 2021 and December 21, 2021 Special Meeting Minutes**  
**First Amendment to Amended and Restated Meeting Resolution**

Following review, upon a motion duly made by Director Vaught, seconded by Director Blakemore and, upon vote, unanimously carried, the Boards approved and adopted the consent agenda items, as presented.

FINANCIAL MATTERS

**Organizational Costs Paid by Developer:** Ms. Pangindian presented the report to the Boards noting the costs verified for reimbursement by the Districts total \$1,010,456.98. Following review, upon a motion duly made by Director Vaught, seconded by Director Schrenger and, upon vote, unanimously carried, the Boards accepted the costs presented and directed staff to prepare the requisition form and route to Director Abad for execution and to wire the funds.

LEGAL MATTERS

**Other:** Attorney Pogue reported that the 2022 bond issue successfully closed on January 26, 2022. Ms. Blakemore gave an update on the project status to date.

MANAGER MATTERS

**Other:** None.

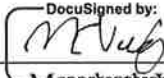
OTHER MATTERS

**Other:** None.

ADJOURNMENT

There being no further business to come before the Boards, upon a motion duly made by Director Vaught, seconded by Director Abad and, upon vote, unanimously carried, the Boards adjourned the meet at 10:27 a.m.

Respectfully submitted,

By:  \_\_\_\_\_  
Marybeth Vaught, Secretary

RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
THIRD CREEK METROPOLITAN DISTRICTS NOS. 1 – 3  
HELD

Thursday, January 27, 2022

A special meeting of the Boards of Directors of the Third Creek Metropolitan District Nos. 1 – 3 (referred to hereafter as the “Boards”) was convened on Thursday, January 27, 2022 at 10:00 a.m. The meeting was open to the public. The meeting was held via Microsoft Teams teleconference.

ATTENDANCE

**In Attendance were Directors:**

Allison Foster, President  
Conan Blakemore, Treasurer  
Mary Elizabeth Vaught, Secretary  
Hannah Abad, Assistant Secretary  
Steven Schrenger, Assistant Secretary

**Also, in Attendance were:**

Lisa Johnson, Jenny Hackelman, Susan Agema and Gigi  
Pangindian; CliftonLarsonAllen LLP (“CLA”)  
Rory Blakemore; Cowley Management LLC  
Alan Pogue and Anna Wool; Icenogle Seaver Pogue, P.C.

ADMINISTRATIVE ITEMS

**Call to Order and Approval of Agenda:** The meeting was called to order at 10:04 a.m. Following review, upon a motion duly made by Director Vaught, seconded by Director Schrenger and, upon vote, unanimously carried, the Boards approved the agenda as presented.

**Potential Conflicts of Interest:** Attorney Pogue discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Boards of Directors to the Secretary of State. The members of the Boards were requested to disclose any potential conflicts of interest regarding 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 statute. It was noted by Attorney Pogue that disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors.

**Quorum, Location of Meeting and Posting of Meeting Notices:** The presence of a quorum was confirmed. The Boards determined to conduct this meeting via Microsoft Teams. The

RECORD OF PROCEEDINGS

Boards further noted that notice providing the time, date and video link information was duly posted and that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the Districts' boundaries.

**Public Comment:** None.

CONSENT AGENDA

**October 28, 2021 and December 21, 2021 Special Meeting Minutes**  
**First Amendment to Amended and Restated Meeting Resolution**

Following review, upon a motion duly made by Director Vaught, seconded by Director Blakemore and, upon vote, unanimously carried, the Boards approved and adopted the consent agenda items, as presented.

FINANCIAL MATTERS

**Organizational Costs Paid by Developer:** Ms. Pangindian presented the report to the Boards noting the costs verified for reimbursement by the Districts total \$1,010,456.98. Following review, upon a motion duly made by Director Vaught, seconded by Director Schrenger and, upon vote, unanimously carried, the Boards accepted the costs presented and directed staff to prepare the requisition form and route to Director Abad for execution and to wire the funds.

LEGAL MATTERS

**Other:** Attorney Pogue reported that the 2022 bond issue successfully closed on January 26, 2022. Ms. Blakemore gave an update on the project status to date.

MANAGER MATTERS

**Other:** None.

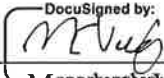
OTHER MATTERS

**Other:** None.

ADJOURNMENT

There being no further business to come before the Boards, upon a motion duly made by Director Vaught, seconded by Director Abad and, upon vote, unanimously carried, the Boards adjourned the meet at 10:27 a.m.

Respectfully submitted,

By:  \_\_\_\_\_  
Marybeth Vaught, Secretary

RECORD OF PROCEEDINGS

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MINUTES OF A JOINT REGULAR MEETING  
OF THE BOARDS OF DIRECTORS OF THE  
THIRD CREEK METROPOLITAN DISTRICT NOS. 1 – 3  
HELD  
Thursday, April 28, 2022

A joint regular meeting of the Boards of Directors of the Third Creek Metropolitan District Nos. 1 – 3 (referred to hereafter as the “Boards”) was convened on Thursday, April 28, 2022 at 10:00 a.m. The meeting was open to the public. The meeting was held via Microsoft Teams teleconference.

ATTENDANCE

**In Attendance were Directors:**

Conan Blakemore, Treasurer  
Mary Elizabeth Vaught, Secretary  
Hannah Abad, Assistant Secretary  
Steven Schrenger, Assistant Secretary

Director Allison Foster was absent and excused.

**Also, in Attendance were:**

Lisa Johnson, Susan Agema and Gigi Pangindian; CliftonLarsonAllen  
LLP (“CLA”)  
Alan Pogue, Esq. and Anna Wool, Esq.; Icenogle Seaver Pogue, P.C.

ADMINISTRATIVE  
ITEMS

**Call to Order and Approval of Agenda:** The meeting was called to order at 10:00 a.m. Following review, upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the Boards approved the agenda as presented and excused the absence of Director Foster.

**Potential Conflicts of Interest:** Attorney Pogue discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Boards of Directors to the Secretary of State. The members of the Boards were requested to disclose any potential conflicts of interest regarding 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 statute. It was noted by Attorney Pogue that disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors.

**Quorum, Location of Meeting and Posting of Meeting Notices:** The presence of a quorum was confirmed. The Boards determined to conduct this meeting via Microsoft Teams. The Boards further noted that notice providing the time, date and video link information was duly posted and

RECORD OF PROCEEDINGS

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that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the Districts' boundaries.

**Public Comment:** None.

**CONSENT AGENDA**

**January 27, 2022 Regular Meeting Minutes  
2021 Audit Exemptions for District Nos. 1-3**

Following review, upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the Boards approved the consent agenda items, as presented.

**FINANCIAL  
MATTERS**

**March 31, 2022 Unaudited Financial Statements and Cash Position for District No. 1:** Ms. Agema presented the financial statements and cash position to the Boards. Following review, upon a motion duly made by Director Vaught, seconded by Director Schrenger and, upon vote, unanimously carried, the District No. 1 Board accepted the March 31, 2022 Unaudited Financial Statements and Cash Position.

**Claims for District No. 1:** Following review, upon a motion duly made by Director Schrenger, seconded by Director Vaught and, upon vote, unanimously carried, the District No. 1 Board ratified and/or approved claims in the amount of \$47,717.35.

**District No. 1 Eligible Costs:** Ms. Agema presented the District eligible costs to the Boards. Following review, upon a motion duly made by Director Schrenger, seconded by Director Vaught and, upon vote, unanimously carried, the Boards accepted the District No. 1 eligible costs in the amount of \$237,145.34.

**Other:** None.

**LEGAL MATTERS**

**Agreement for Offsite Improvements (TCMD 1 / TCMD 2 / Lennar Colorado, LLC):** Attorney Wool presented the Agreement Concerning Construction of Offsite Public Improvements to the Boards. Following review, upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the Boards approved the Agreement Concerning Construction of Offsite Public Improvements (TCMD 1 / TCMD 2 / Lennar Colorado, LLC), subject to final review by legal counsel.

**Capital Improvements Reimbursement Agreement (TCMD 1 / TCMD 2 / Lennar Colorado, LLC):** Attorney Wool presented the Improvement Acquisition and Reimbursement Agreement to the Boards. Following review, upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the Boards approved the Improvement Acquisition and

RECORD OF PROCEEDINGS

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Reimbursement Agreement (TCMD 1 / TCMD 2 / Lennar Colorado, LLC), subject to final review by legal counsel.

**First Amendment to GID Funding and Reimbursement Agreement:** Attorney Wool presented the First Amendment to the Intergovernmental Agreement for the Construction of Third Creek West Regional Improvements to the Boards. Following review, upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the Boards approved the First Amendment to the Intergovernmental Agreement for the Construction of Third Creek West Regional Improvements.

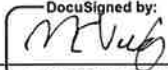
**Other:** None.

**MANAGER MATTERS** **Other:** None.

**OTHER MATTERS** **Other:** None.

**ADJOURNMENT** Following discussion, upon a motion duly made by Director Vaught, seconded by Director Schrenger and, upon vote, unanimously carried, the Boards determined to continue the Board meeting to Tuesday, May 3, 2022 at 3:00 p.m.

Respectfully submitted,

By:   
Marybeth Vaught, Secretary

RECORD OF PROCEEDINGS

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MINUTES OF A JOINT REGULAR MEETING  
OF THE BOARDS OF DIRECTORS OF THE  
THIRD CREEK METROPOLITAN DISTRICT NOS. 1 & 3  
HELD  
JULY 28, 2022

A joint regular meeting of the Boards of Directors of the Third Creek Metropolitan District Nos. 1 and 3 (referred to hereafter as the “Boards”) was convened on Thursday, July 28, 2022 at 10:00 a.m. The meeting was open to the public. The meeting was held via Microsoft Teams Video teleconference.

ATTENDANCE

**In Attendance were Directors:**

Conan Blakemore, Treasurer  
Hannah Abad, Assistant Secretary  
Steven Schrenger, Assistant Secretary

Directors Allison Foster and Mary Elizabeth Vaught were absent and excused.

**Also, in Attendance were:**

Lisa Johnson, Susan Agema and Gigi Pangindian; CliftonLarsonAllen LLP (“CLA”)  
Anna Wool, Esq.; Icenogle Seaver Pogue, P.C.  
Rory Blakemore; Cowley Companies

ADMINISTRATIVE  
MATTERS

**Call to Order and Agenda:** The meeting was called to order. Following review, upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the Boards approved the agenda, as presented, and excused Directors Foster and Vaught.

**Disclosures of Potential Conflicts of Interest:** Attorney Wool discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Boards of Directors to the Secretary of State. The members of the Boards were requested to disclose any potential conflicts of interest regarding 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 statute. It was noted by Attorney Wool that disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors.

**Quorum, Location of Meeting and Posting of Meeting Notices:** The presence of a quorum was confirmed. The Boards determined to conduct this meeting via Microsoft Teams. The Boards further noted that notice

## RECORD OF PROCEEDINGS

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providing the time, date and video link information was duly posted and that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the Districts' boundaries.

**Public Comment:** None.

**Results of May 3, 2022 Election:** Ms. Johnson reviewed the results of the cancelled May 3, 2022 Election with the Boards.

**Election of Officers:** Following discussion, upon a motion duly made by Director Schrenger, seconded by Director Blakemore and, upon vote, unanimously carried, the following slate of officers were elected to the Districts:

President: Allison Foster  
Secretary: Mary Elizabeth Vaught  
Treasurer: Conan Blakemore  
Assistant Secretary: Hannah Abad  
Assistant Secretary: Steven Schrenger

### CONSENT AGENDA

#### **April 28, 2022 Special Meeting Minutes and May 3, 2022 Continuation Meeting Minutes:**

Following review, upon a motion duly made by Director Schrenger, seconded by Director Blakemore and, upon vote, unanimously carried, the Boards approved the consent agenda items, as presented.

### FINANCIAL MATTERS

**June 30, 2022 Unaudited Financial Statements:** Ms. Agema presented the Financial Statements to the Board. Following review, upon a motion duly made by Director Schrenger, seconded by Director Blakemore and, upon vote, unanimously carried, the District No. 1 Board accepted the June 30, 2022 Unaudited Financial Statements for District No. 1, as presented.

**Claims for District No. 1:** Following review, upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the District No. 1 Board ratified and/or approved the claims for District No. 1, as presented.

**District Eligible Costs:** This item was not discussed.

### LEGAL MATTERS

**Installation and Maintenance Easement Agreements for Storm Drainage Improvements:** Ms. Wool reviewed the Installation and Maintenance Easement Agreements with the Boards. Following review, upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the Boards approved the



RECORD OF PROCEEDINGS

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Installation and Maintenance Easement Agreements for Storm Drainage Improvements, as presented.

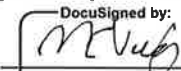
MANAGER MATTERS    **Other:** None.

DIRECTORS' MATTERS    **Sending Board Member to the 2022 SDA Conference – September 13-15, 2022:** It was noted that the Boards are not interested in attending the 2022 SDA Conference.

OTHER MATTERS    **Other:** None.

ADJOURNMENT    Upon a motion duly made by Director Schrenger, seconded by Director Abad and, upon vote, unanimously carried, the Boards adjourned the meeting at 10:53 a.m.

Respectfully submitted,

By:  \_\_\_\_\_  
Marybeth Vaught, Secretary

**Certificate Of Completion**

Envelope Id: E1C1A25B05EA4705928ED038C4C88D75	Status: Completed
Subject: Complete with DocuSign: TCMD 1 & 3 - Minutes 07-28-2022.pdf	
Client Name: Third Creek Metro District No. 1	
Client Number: 011-046358	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	
EnvelopeId Stamping: Enabled	Envelope Originator:
Time Zone: (UTC-06:00) Central Time (US & Canada)	Natalie Herschberg
	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Natalie.Herschberg@claconnect.com
	IP Address: 73.153.120.72

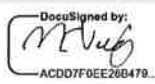
**Record Tracking**

Status: Original	Holder: Natalie Herschberg	Location: DocuSign
11/4/2022 5:42:35 PM	Natalie.Herschberg@claconnect.com	

**Signer Events**

Mary Vaught  
 mbvaught@aol.com  
 Secretary  
 Security Level: Email, Account Authentication (None)

**Signature**



Signature Adoption: Drawn on Device  
 Using IP Address: 73.153.154.192

**Timestamp**

Sent: 11/4/2022 5:43:48 PM  
 Viewed: 11/6/2022 11:27:44 AM  
 Signed: 11/8/2022 9:34:33 AM

**Electronic Record and Signature Disclosure:**

Accepted: 3/31/2021 8:32:05 AM  
 ID: efc2ba9f-26ee-4f25-b049-3664ff021efa

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/4/2022 5:43:48 PM
Certified Delivered	Security Checked	11/6/2022 11:27:44 AM
Signing Complete	Security Checked	11/8/2022 9:34:33 AM
Completed	Security Checked	11/8/2022 9:34:33 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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