

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE VISTA RIDGE METROPOLITAN DISTRICT HELD NOVEMBER 14, 2024

A special meeting of the Board of Directors (the “Board”) of the Vista Ridge Metropolitan District (the “District”) was convened on Thursday, November 14, 2024, at 5:45 p.m. at the Vista Ridge Community Center located at 2750 Vista Parkway, Erie CO 80516. The meeting was open to the public.

ATTENDANCE

Directors In Attendance:

Michael Lund, President
John Z. Ocwieja, Treasurer
Scott Wood, Assistant Secretary
Todd Sargent, Assistant Secretary

Absent Director:

Valerie Swanson, Assistant Secretary

Also In Attendance:

Mark McGarey, David Frazier and David Rees; Public Alliance, LLC
Jillian Martin, Esq.; Erb Law, LLC
Thuy Dam; CliftonLarsonAllen, LLP (“CLA”)
Mike Hoefer, Uriel Nunez, Craig Watkins, Lyle Fair, Joe Fortin and Nick Tobey;
Environmental Designs, Inc.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

The meeting was called to order.

Disclosure of Potential Conflicts of Interest: Annual conflict of interest disclosures were filed with the Secretary of State and deemed delivered to the Board. No additional disclosures were made.

ADMINISTRATIVE MATTERS

Agenda: Mr. McGarey reviewed the agenda with the Board.

Following review, upon a motion made by Director Wood, seconded by Director Ocwieja, and, upon vote, unanimously carried, the Board approved the agenda, as amended.

Minutes: The Board reviewed the minutes from the October 24, 2024 Regular Meeting.

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Following discussion, upon motion duly made by Director Lund, seconded by Director Wood and, upon vote, unanimously carried, the Board approved the minutes of the October 24, 2024 Regular Meeting, as presented.

Public Comment: There was no public comment.

FINANCIAL MATTERS

Payment of Claims: Ms. Dam presented the payment of claims for the Board's review.

Following discussion, upon motion made by Director Sargent, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending November 11, 2024, in the amount of \$325,908.642.

Financial Statements and Schedule of Cash Position: Ms. Dam reviewed with the Board the unaudited financial statements dated September 30, 2024 and schedule of cash position for the period ending September 30, 2024, updated as of November 11, 2024.

Following discussion, upon motion duly made by Director Wood, seconded by Director Ocwieja and, upon vote, unanimously carried, the Board accepted the unaudited financial statements dated September 30, 2024 and schedule of cash position for the period ending September 30, 2024, updated as of November 11, 2024.

LEGAL MATTERS

Recent Court Summons: Attorney Martin provided an update to the Board regarding a recent court summons brought before the District, noting that the District had been dismissed as a plaintiff.

Landscaping Tracts from the Town of Erie via Quit Claim Deed: There were no updates at this time.

Integrated Water Facilities Common Use Agreement: There were no updates at this time.

Colorado National Golf Course Regarding Landscaping Responsibilities and Agreement to Perform Maintenance on Property Owned by Colorado National Golf Course: There were no updates at this time.

Other Updates: There are no other updates at this time.

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OPERATIONS AND MAINTENANCE MATTERS

Update from Environmental Designs, LLC: Mr. Watkins reviewed with the Board the draft maintenance agreement. The Board entered into discussion regarding various options to limit maintenance activities during construction with Environmental Designs, LLC. Following the discussion, the Board directed Public Alliance LLC to finalize the limited maintenance agreement with Environmental Designs, LLC for presentation and approval at the next Board meeting.

Change Order No. 1 from Environmental Design LLC for Reclaimed Pipe for Irrigation System: The Board reviewed Change Order No. 1 from Environmental Design LLC for reclaimed pipe for irrigation system.

Following discussion, upon motion duly made by Director Wood, seconded by Director Ocwieja and, upon vote, unanimously carried, the Board approved Change Order No. 1 from Environmental Design LLC for reclaimed pipe for irrigation system.

Change Order No. 2 from Environmental Design LLC for Excavation: The Board reviewed Change Order No. 2 from Environmental Design LLC for excavation.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Sargent and, upon vote, unanimously carried, the Board approved Change Order No. 2 from Environmental Design LLC for excavation.

Change Order No. 3 from Environmental Design LLC to Complete Two Bores and Install New High Density Polyethylene ("HDPE") Irrigation Lines: The Board reviewed Change Order No. 3 from Environmental Design LLC to complete two bores and install new HDPE irrigation lines.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Sargent and, upon vote, unanimously carried, the Board approved Change Order No. 3 from Environmental Design LLC to complete two bores and install new HDPE irrigation lines.

Landscape Design: There was no update at this time.

Change Order process for Construction Changes: The Board entered into discussion regarding the Change Order process for construction changes.

Following discussion, upon motion duly made by Director Lund, seconded by Director Wood and, upon vote, unanimously carried, the Board authorized Public Alliance LLC to approve individual Change Orders up to \$10,000 per change, with notification provided to the Board. It was noted the total cumulative amount of Change Orders approved between Board meetings, in an amount not exceed \$100,000 and shall be subject to ratification by the Board. It was further noted this

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authorization does not include Change Orders related to boring, which Public Alliance LLC may approve up to the limit of the previously approved boring budget.

Proposal from CEM Lake Management for Pond Maintenance Services: The Board reviewed a proposal from CEM Lake Management for pond maintenance services.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the proposal from CEM Lake Management for pond maintenance services, in the amount of \$7,960.

CAPITAL PROJECTS

Construction update from Environmental Designs, LLC: Environmental Designs, LLC discussed with the Board the status and challenges of irrigation installation.

OTHER MATTERS

Entry Lighting Issue: Mr. McGarey discussed with the Board the entry lighting issue and was directed by the Board to investigate the original installation date and the scope of the lighting upgrade. He was further instructed to coordinate with Colorado Lighting, Inc. to facilitate repairs under warranty, if applicable.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Ocwieja, seconded by Director Wood and, upon vote, unanimously carried, the meeting was adjourned at 7:25 p.m.

Respectfully submitted,

Signed by:



Secretary for the Meeting