

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF

COTTONWOOD HOLLOW RESIDENTIAL METROPOLITAN DISTRICT

Held: Wednesday, September 29, 2021 at 11:00 a.m. via teleconference

The special meeting referenced above was called and held in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve, were in attendance:

- Douglas Hatfield
- Timothy O'Connor
- Dustin Anderson

Also present were: Clint C. Waldron, Esq. and Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; Carrie Bartow and Debbie Mitchell, CliftonLarsonAllen, LLP, District Accountants; and Dan Skeeahan, Kimley-Horn & Associates, District Engineer;.

Call to Order/Declaration of Quorum	Director Hatfield noted that a quorum of the Board was present and called the meeting to order.
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Director Conflict of Interest Disclosures	Ms. Murphy reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Murphy inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.
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Approval of Agenda	The Board reviewed the proposed agenda. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda as amended.
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Public Comment	None.
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Consent Agenda

The Board reviewed the items on the consent agenda. Ms. Murphy advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and adopted:

- August 24, 2021 Special Meeting Minutes;
- Change Order No. 1 from AzTec Consultants, Inc. for District Mapping Services in the amount of \$1,600; and
- Claims Listing in the amount of \$33,011.51.

Financial Matters

Consider Acceptance of Cash Position Ms. Bartow reviewed the Cash Position with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the Cash Position.

Consider Approval of Resolution Accepting District Eligible Costs Mr. Waldron and Ms. Bartow reviewed the Resolution Accepting District Eligible Costs with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the Resolution Accepting District Eligible Costs subject to final review and approval by district legal counsel, accountant, engineer and final sign off by Director Hatfield.

Consider Approval of Requisition No. 2 from Project Fund Ms. Bartow reviewed Requisition No. 2 from Project Fund with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved Requisition No. 2 from Project Fund.

Other Financial Matters Ms. Bartow noted that they are working as fast as possible to complete the audit, noting that if it is not filed with the State Auditor's office before end of October they may withhold property tax revenue until it is filed.

Construction Updates

Consider Approval of Master Agreement for Professional Services with Olsson, Inc. Mr. Waldron reviewed the Master Agreement for Professional Services with Olsson, Inc. with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the Master Agreement for Professional Services with Olsson, Inc. subject to final legal review.

Consider Approval of Master Agreement Work Order #01A with Olsson, Inc. Mr. Waldron reviewed the Master Agreement Work Order #01A with Olsson, Inc. with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously

approved Master Agreement Work Order #01A with Olsson, Inc. subject to final legal review.

Consider Approval of Master Agreement Work Order #02A with Olsson, Inc. Mr. Waldron reviewed the Master Agreement Work Order #02A with Olsson, Inc. with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved Master Agreement Work Order #02A with Olsson, Inc. subject to final legal review.

Consider Approval of Master Agreement Work Order #03A with Olsson, Inc. Mr. Waldron reviewed the Master Agreement Work Order #03A with Olsson, Inc. with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved Master Agreement Work Order #03A with Olsson, Inc. subject to final legal review.

Consider Award of Contract for Godding Creek, CLOMR Project Mr. Skeeahan reviewed the Bid Proposal for Godding Creek CLOMR Project with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the bid proposal, authorized the issuance of a notice of award and issuance of notice to proceed.

Review Bids and Consider Award of Contract for Godding Creek CLOMR Project; Authorize Issuance of Notice of Award, Execution of Agreement between Owner and Contractor for Construction Contract, and Issuance of Notice to Proceed

Other Construction Updates None.

Legal Matters

Other Legal Matters None.

Other Business None.

Adjourn There being no further business to come before the Board, and following discussion and upon motion duly made and unanimously carried, the Board determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

Dustin Anderson
Dustin Anderson (Nov 29, 2021 09:00 MST)

Secretary for the Meeting

The foregoing minutes were approved on the 4th day of November, 2021.