

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CONCORD METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
NOVEMBER 3, 2021

A special meeting of the Board of Directors of the Concord Metropolitan District (referred to hereafter as the "Board") was convened on Wednesday, November 3, 2021, at 12:00 p.m. This meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Jeff Evans, President
Hank Vanderryst, Secretary/Treasurer (in person)
Mike Evans, Assistant Secretary/Treasurer

Brian Miller was absent and excused.

Also, In Attendance Were:

Denise Denslow, Krista Baptist, Sandy Brandenburger & Lindsay Ross;
CliftonLarsonAllen LLP
Russ Dykstra; Spencer Fane LLP

CALL TO ORDER

Director Jeff Evans called the meeting to order at 12:05 p.m.

APPROVAL OF AGENDA

Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst and, upon vote, unanimously carried, the Board approved the Agenda as presented.

DISCLOSURES OF POTENTIAL CONFLICTS OF INTEREST

Written conflict of interest disclosure statements were filed with the Secretary of State on behalf of the District 72 hours prior to this meeting.

BOARD VACANCIES

It was noted that three director terms are up in May of 2022, and one vacancy. Discussion followed regarding the election process and timing of self-nomination forms. The Board discussed moving the regular February meeting up to January 19th to consider vacancies and address the May terms. Ms. Denslow's office will send a calendar invite.

ADMINISTRATIVE ITEMS

Review and Approve Minutes of the August 4, 2021 Special Board Meeting:

Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst and, upon a vote, unanimously carried, the Board approved the August 4, 2021 Special Board Meeting Minutes.

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FINANCIAL ITEMS

Accept September 30, 2021 Unaudited Financial Statements and November 2021 Cash Position: Ms. Ross reviewed the September 30, 2021 Unaudited Financial Statements and Cash Position Report with the Board. After review and discussion, upon a motion duly made by Director Mike Evans, seconded by Director Vanderryst and, upon vote, unanimously carried, the Board accepted the September 30, 2021 Unaudited Financial Statements and Cash Position Report.

Ratify Payment of Interim Claims Totaling \$4,455.94 and Approve Directors' Fees: Following discussion, upon motion duly made by Director Jeff Evans, seconded by Director Mike Evans and, upon vote, unanimously carried, the Board ratified interim claims in the amount of \$4,455.94 and approved Directors' Fees.

Conduct Public Hearing to Consider Amending 2021 Budget; Consider Adoption of Resolution 2021-11-01 to Amend 2021 Budget, if necessary: An amendment to the 2021 budget was not necessary, therefore no action was taken.

Conduct Public Hearing to Consider Adoption of 2022 Budget, Appropriate Expenditures and Set Mill Levy; Consider Adoption of Resolution 2021-11-02 to Adopt 2022 Budget, Appropriate Expenditures and Set Mill Levy: Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst, and upon vote, unanimously carried, the Board opened the public hearing at 12:17 p.m. Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst, and upon vote, unanimously carried, the Board closed the public hearing at 12:18 p.m. There were no public comments received prior to the meeting or during the hearing.

Ms. Ross reviewed the 2022 Budget with the Board. Following review and discussion, the Board determined to not add in the snow removal to the General Fund. Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst, and upon vote, unanimously carried, the Board adopted the 2022 Budget and adopted Resolution 2021-11-02 to Adopt 2022 Budget, Appropriate Expenditures and Set Mill Levy.

Engagement with Simmons & Wheeler P.C. for 2021 Audit: Ms. Denslow informed the Board that this has not yet been received. Following discussion, upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst and, upon vote, unanimously carried, the Board approved the engagement of Simmons & Wheeler P.C. to perform the 2021 Audit.

MANAGER

- ITEMS

Landscape Maintenance Updates: Ms. Denslow provided updates on the landscaping items as below as provided via email by Ryan Ghesquiere:

- Irrigation blow outs are completed and turned off.
- Summer annuals have been removed.

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- Fall cleanup is scheduled within two weeks (before Thanksgiving).
- A new sidewalk has been installed at the east corner of Compark and Peoria; an irrigation main break occurred in the process. DesignScapes found and repaired the break.

Agreement with DesignScapes for 2022: Ms. Denslow reviewed with the Board. Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst, and upon vote, unanimously carried, the Board approved the 2022 DesignScapes agreement.

2022 Insurance Renewal and SDA Membership Renewal:

1. Directors' Exclusion from Worker's Compensation Coverage Resolution 2021-11-03

Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst, and upon vote, unanimously carried, the Board approved the 2022 renewal of District insurance and Resolution 2021-11-03 Exclusion of Worker's Compensation Coverage and 2022 SDA membership.

2022 Annual Administrative Matters Resolution 2021-11-04: Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst, and upon vote, unanimously carried, the Board approved the 2022 Annual Administrative Matters Resolution 2021-11-04.

CliftonLarsonAllen LLP Master Services Agreement and related statement(s) of work: Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst, and upon vote, unanimously carried, the Board approved the CliftonLarsonAllen LLP Master Services Agreement and related statement(s) of work.

ATTORNEY ITEMS

Resolution 2021-11-05, Calling May 3, 2022 Directors' Election: Mr. Dykstra reviewed with the Board and provided the process for qualifying electors. He provided the information of qualifications to the Board. After review and discussion, upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst, and upon vote, unanimously carried, the Board approved Resolution 2021-11-05, Calling May 3, 2022 Directors' Election.

DIRECTOR ITEMS

Development Activity Update: None.

OTHER BUSINESS

Quorum for Next Meeting – January 19, 2022 Special Meeting at 12:00 p.m.: A quorum was confirmed for the January 19, 2022 Special meeting at 12:00 p.m.

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Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 12:34 p.m.

Respectfully submitted,

By _____
Secretary for the Meeting