

## RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CONCORD METROPOLITAN DISTRICT (THE "DISTRICT")  
HELD  
MAY 4, 2022

A special meeting of the Board of Directors of the Concord Metropolitan District (referred to hereafter as the "Board") was convened on Wednesday, May 4, 2022, 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

Also, In Attendance Were:

Denise Denslow, Shauna D'Amato, Eric Winter & Lindsay Ross;  
CliftonLarsonAllen LLP  
Russ Dykstra; Spencer Fane LLP

### ADMINISTRATIVE MATTERS

**Call to Order:** Ms. Denslow called the meeting to order at 12:06 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.

**Accept Resignation of Brian Miller and Discuss Board Vacancies:** The Board acknowledged the resignation of Director Brian Miller and Mr. Dykstra added that he has sent Director Brian Miller the paperwork to remove him from the Director's Parcel, but has not yet received a response. Director Jeff Evans will follow up.

The Board discussed the vacancies on the Board noting that Ed Biegel is a candidate as an additional Board member. Director Jeff Evans will send Mr. Dykstra all of Mr. Biegel's information to begin the process of appointing him to the Board.

**Administer Oaths of Office:** Director Jeff Evans administer the Oaths of Office to Directors Hank Vanderryst and Mike Evans.

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- 1. Election/Appointment of Officers:** The Board chose to keep the same slate of officers moving forward.

**Minutes of January 19, 2022 Special Meeting:** Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst and, upon vote, unanimously carried, the Board approved the January 19, 2022 Special Meeting Minutes.

### FINANCIAL ITEMS

**Accept March 31, 2022 Unaudited Financial Statements and May 2022 Cash Position Report:** Mr. Winter reviewed the March 31, 2022 Unaudited Financial Statements and May 2022 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 March 31, 2022 Unaudited Financial Statement and May 2022 Cash Position Report.

**Ratify Payment of Interim Claims Totaling \$11,573.65 Approve Directors' Fees:** Following discussion, upon motion duly made by Director Jeff Evans, seconded by Director Vanderryst and, upon vote, unanimously carried, the Board ratified interim claims in the amount of \$11,573.65 and approved Directors' Fees.

**Review and Approve Draft 2021 Audit:** Ms. Ross reviewed the draft 2021 Audit with the Board. Following review, upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst and, upon vote, unanimously carried, the Board approved the 2021 Audit, subject to legal final review and a clean opinion from the Auditor.

### MANAGER ITEMS

**Landscape Maintenance Updates:** None.

**Discuss Design Review Process:** Ms. Denslow reviewed and explained that the documents/process is outdated and need a new design review contractor, as the previous has retired. The Board directed Legal to review the Design Review Process and Covenant requirements to advise what can be updated/revised, if needed.

Upon a motion duly made by Director Jeff Evans, seconded by Director Vanderryst and, upon a vote, unanimously carried, the Board approved the engagement with StudioBridge Design for design/architectural review.

**Other:** None.

### ATTORNEY ITEMS

**Other:** None.

### DIRECTOR

**Other:** None.

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### ITEMS

#### OTHER BUSINESS

#### **Quorum for Next Meeting – August 3, 2022 Regular Meeting at 12:00 p.m.:**

The Board confirmed a quorum for the August 3, 2022 regular meeting.

**Other:** None.

#### ADJOURNMENT

There being no further business to come before the Board at this time, Director Jeff Evans adjourned the meeting at 12:49 p.m.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting

