

RECORD OF PROCEEDINGS

**MINUTES OF A SPECIAL
MEETING OF THE BOARD OF DIRECTORS OF
THE ROBINSON RANCH METROPOLITAN DISTRICT
HELD
September 17, 2019**

ATTENDANCE

The special meeting of the Board of Directors of the Robinson Ranch Metropolitan District was called and held Tuesday, September 17, 2019 at 11:30 a.m. at the offices of Community Resource Services of Colorado, LLC, located at 7995 E. Prentice Avenue, Suite 103E, Greenwood Village, CO, in accordance with the Colorado law. The following directors were present and confirmed their qualification to serve on the Board:

Dan Mitchell Trevey
Patrick McGlinchey

Also present was:

Joel Meggers and Lisa Jacoby; Community Resource Services of Colorado, LLC

Dianne Miller, Esq.; Miller & Associates Law Offices, LLC

**ADMINISTRATIVE
ITEMS**

Call to Order: Director Trevey noted that a quorum of the Board was present and confirmed their qualifications to serve.

It was noted that the Robinson Ranch Metropolitan District and the Olde Town Metropolitan District meetings were held concurrently.

Disclosure of Potential Conflicts of Interest: Attorney Miller advised the Board that pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Each Board member confirmed the contents of written disclosures previously made, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting.

Director Trevey disclosed his interests as the owner of a vacant land contract to purchase property within the District. Director Trevey disclosed that he works for Spasco of Colorado, LLC, an owner and developer of property within the District. Director Trevey also disclosed that he is a Board member of the Robinson Ranch Metropolitan District. This disclosure is associated with

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approval of items on the agenda that may affect his interests.

Director McGlinchey disclosed his interests as the owner of a vacant land contract to purchase property within the District. Director McGlinchey disclosed that he works for Spasco of Colorado, LLC, an owner and developer of property within the District. Director McGlinchey also disclosed that he is a Board member of the Robinson Ranch Metropolitan District. This disclosure is associated with approval of items on the agenda that may affect his interests.

Written disclosures of the interests of all of the Directors were filed with the Secretary of State prior to the meeting

Agenda: Following discussion, upon motion duly made by Director McGlinchey, seconded by Director Trevey and, upon vote, unanimously carried, the Agenda was approved, as amended.

Minutes: The Board reviewed the Minutes of the November 16, 2018 special meeting. Upon motion duly made by Director McGlinchey seconded by Director Trevey and, upon vote, unanimously carried, the November 16, 2018 Minutes were approved as presented.

2020 Annual Administrative Resolution and 2020 Meeting

Dates: Ms. Jacoby reviewed the 2020 Annual Administrative Resolution with the Board.

Following discussion, upon motion duly made by Director Trevey, seconded by Director McGlinchey, and upon vote, unanimously carried, the Board adopted the 2020 Annual Administrative Resolution as amended, and determined to schedule 2020 meetings on an as needed basis to be held at Community Resource Services of Colorado, LLC; 7995 E. Prentice Avenue, Suite 103E, Greenwood Village, Colorado.

Resolution Calling the May 5, 2020 Regular Election: The Board discussed the upcoming election and Resolution Calling the May 5, 2020 Election.

Following discussion, upon motion duly made by Director Trevey, seconded by Director McGlinchey and, upon vote, unanimously carried, the Board adopted the Resolution Calling the May 5, 2020 Election and appointed Michael Davis as the Designated Election Official and authorized him to perform all

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tasks required for the May 5, 2020 Regular Election of the Board of Directors for the conduct of a polling place/mail ballot election. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

FINANCIAL ITEMS

2018 Budget Amendment Hearing: The President opened the public hearing to consider the Resolution to Amend the 2018 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2018 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received and the public hearing was closed.

Following review and discussion, Director McGlinchey moved to adopt the Resolution to Amend the 2018 Budget, Director Trevey seconded the motion and, upon vote, unanimously carried, the Board adopted the Resolution to Amend the 2018 Budget. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

2018 Audit Engagement: Following discussion, upon motion duly made by Director Trevey, seconded by Director McGlinchey and, upon vote, unanimously carried, the Board ratified approval of the 2018 Audit Engagement Letter and Addendum between Schilling & Company, Inc. and the District.

2018 Audit: Mr. Meggers reviewed the 2018 draft Audited Financial Statements with the Board.

Following review and discussion, upon motion duly made by Director McGlinchey, seconded by Director Trevey and, upon vote, unanimously carried, the Board approved the 2018 Audited Financial Statements and authorized execution of the Representations Letter.

2019 Audit Engagement: It was determined that there was no need for a 2019 Audit.

2019 Budget Amendment Hearing: The President opened the public hearing to consider the Resolution to Amend the 2019 Budget and discuss related issues.

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Following review and discussion, Director McGlinchey moved to adopt the Resolution to Amend the 2019 Budget, Director Trevey seconded the motion and, upon vote, unanimously carried, the Board adopted the Resolution to Amend the 2019 Budget. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

2020 Budget Hearing: The President opened the public hearing to consider the 2020 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2020 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received and the public hearing was closed.

Ms. Jacoby reviewed the estimated 2019 expenditures and the proposed 2020 expenditures.

Following discussion, the Board considered the adoption of the Resolution to Adopt the 2020 Budget and Appropriate Sums of Money and Set Mill Levies (for the General Fund at 11.000 Mills and for the Debt Service Fund for 24.000 Mills, for a total Mill Levy of 35.000 Mills). Upon motion duly made by Director McGlinchey, seconded by Director Trevey and, upon vote, unanimously carried, the Resolution was adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2019. Ms. Jacoby was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Weld County and the Division of Local Government, not later than December 15, 2019. Ms. Jacoby was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2020. Copies of the adopted Resolution is attached to these Minutes and incorporated herein by this reference.

Schedule of Cash Position and Financial Statements: Ms. Jacoby reviewed the Schedule of Cash Position and unaudited Financial Statements for the period ending August 31, 2019 with the Board.

Claims: The Board considered ratifying the claims represented by check nos. 1254 - 1277, totaling \$27,031.55 and approving

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of the current claims represented by check nos. 1278 - 1280, totaling \$2,594.32.

Following discussion, upon motion duly made by Director McGlinchey, seconded by Director Trevey and, upon vote, unanimously carried, the Board ratified and or approved the payment of claims as presented.

ATTORNEY ITEMS

Update on Status of Development: The Board discussed the status of development.

Agreement to Terminate License Agreement: Discussion ensued regarding termination of the License Agreement between Olde Town Metropolitan District and Robinson Ranch Metropolitan District to install, operate and maintain certain signage and monumentation within an easement located on Tract B, Robinson Ranch at Parker Filing 1A, First Amendment, Town of Parker, Douglas County, Colorado ("the Premises") owned by Robinson Ranch.


Following discussion, upon motion duly made by Director McGlinchey, seconded by Director Trevey and, upon vote, unanimously carried, the Board approved the above referenced Agreement to Terminate License Agreement, subject to finalization.

Service Plan Amendment to Add Covenant Control and Maintenance Powers to the District: The Board discussed the possibility of amending the District's Service Plan to add covenant control and maintenance responsibilities to the District.

It was determined that research and further consideration is required by legal counsel.

ADJOURNMENT

There being no further business to come before the Board, upon motion and seconded, the Board unanimously voted to adjourn the meeting.


Secretary for the Meeting.