

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE STC METROPOLITAN DISTRICT NO. 2 HELD MARCH 4, 2020

A Regular Meeting of the Board of Directors (referred to hereafter as the “Board”) of the STC Metropolitan District No. 2 (referred to hereafter as the “District”) was convened on Wednesday, the 4th day of March, 2020, at 9:00 A.M., at the offices of McGeady Becher P.C., 450 E. 17<sup>th</sup> Avenue, Suite 400, Denver, Colorado. The meeting was open to the public.

#### ATTENDANCE

##### Directors In Attendance Were:

James A. Brzostowicz  
Angie Hulsebus  
Terry Willis

##### Also In Attendance Were:

Peggy Ripko; Special District Management Services, Inc. (“SDMS”)

Kate Olson, Esq.; McGeady Becher P.C.

Diane Wheeler and Bill Flynn; Simmons & Wheeler, P.C.

David Andrews; Edifice North, LLC

Jessica Sergi, Sonia Chen, Carmen Wences, and Bill Jencks; Ranch Capital, LLC (via speakerphone)

#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board noted it was in receipt of disclosures of potential conflicts of interest statements for each of the Directors and that the statements had been filed with the Secretary of State at least seventy-two hours in advance of the meeting. Ms. Ripko requested that the Directors review the Agenda for the meeting and advised the Board to disclose any new conflicts of interest which had not been previously disclosed. No further disclosures were made by Directors present at the meeting.

#### ADMINISTRATIVE MATTERS

Agenda: Ms. Ripko distributed for the Board's review and approval a proposed Agenda for the District's Regular Meeting.

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Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Agenda was approved, as presented.

**Confirm Quorum, Location of Meeting and Posting of Meeting Notices:** Ms. Ripko confirmed the presence of a quorum. The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Board determined that because there was not a suitable or convenient location within the District's boundaries, or within the County which the District is located, or within 20 miles of the District's boundaries to conduct this meeting, the meeting would be conducted at the above-stated location. The Board further noted that the notice of the time, date and location of the meeting was duly posted and that no objections to the location or any requests that the meeting place be changed were received from taxpaying electors within the District's boundaries.

**Resignation of Secretary:** The Board acknowledged the resignation of Lisa Johnson as Secretary to the Board of Directors and considered the appointment of Peggy Ripko as Secretary to the Board.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the approved Peggy Ripko as Secretary to the Board.

**Election Status:** Ms. Ripko presented to the Board the status of the Election and receipt of self-nomination forms from the current Directors.

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### **CONSENT AGENDA**

The Board considered the following actions:

- Approve Minutes of the February 5, 2020 Regular Meeting.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Board approved the above action, as presented.

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### **FINANCIAL MATTERS**

**Claims:** Ms. Wheeler presented the Board with claims to consider ratifying approval of payment as follows:

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Fund	Period Ending Feb. 19, 2019
General	\$ 40,063.709
Debt	\$ -0-
Capital	\$ 4,283.00
<b>Total</b>	<b>\$ 44,346.70</b>

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, as presented.

**Unaudited Financial Statements:** Mr. Flynn reviewed with the Board the unaudited financial statements through the period ending December 31, 2019.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Board accepted the unaudited financial statements through the period ending December 31, 2019.

**Operations and Maintenance Budget Forecast:** Ms. Ripko is working on the Operations and Maintenance Budget Forecast. The Board deferred further discussion at this time.

### **LEGAL MATTERS**

**Resolution Designating an Additional District Representative:** The Board discussed a Resolution designating an additional District Representatives.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-03-01; designating Directors Hulsebus and Willis and Ms. Wheeler as additional District Representatives.

**A Designated Representative under the Cost Sharing Agreement to replace Lisa Johnson:** The Board discussed a Designated Representative under the Cost Sharing Agreement to replace Lisa Johnson.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Board approved Peggy Ripko as Designated Representative under the Cost Sharing Agreement to replace Lisa Johnson.

**Resolution Regarding Continuing Disclosure Policies and Procedures:** The Board deferred discussion at this time.

**Acceptance of Tracts to be owned by the District:** The Board discussed the timing for acceptance of Tracts. Action was deferred at this time.

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### OPERATIONS / MAINTENANCE

**Medical Office Building and Inspection Certification:** Ms. Ripko reported on the elevator passing annual inspection.

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### COMMUNITY MANAGEMENT/ COVENANT CONTROL

**Community Management Report:** Ms. Ripko reviewed with the Board the Community Manager's Report, noting that while she is Secretary to the Board, she will continue to work on Community Management issues. .

**Snow Removal Services on the Aweida Property:** Following discussion, the Board determined to add Snow Removal Services to the existing contract.

**Installation of Lights by Mailboxes:** Ms. Ripko discussed with the Board the homeowner request for installation of lights by the mailboxes at 500 Superior Drive. She noted that the installation of lights by the mailboxes could not be done and that she will reach out to the homeowner.

**Proposal from Vargas Property Services for Pond Area Maintenance in August and September 2020:** Following discussion, the Board determined that these services were not needed at this time.

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### CAPITAL PROJECTS

**Final Engineer's Report and Certification #56 dated, January 30, 2020:** Ms. Ripko reviewed with the Board the improvement costs in the amount of \$676,582.61 under the Final Engineer's Report and Certification #56, dated January 30, 2020, prepared by Ranger Engineering, LLC.

Following discussion, upon motion duly made by Director Hulsebus, seconded by Director Brzostowicz and, upon vote, unanimously carried, the Board accepted the improvement costs in the amount of \$676,582.61 under the Final Engineer's Report and Certification #56, dated January 30, 2020, prepared by Ranger Engineering, LLC. It was noted that \$77,307.50 of closing costs for the Bonds would be deducted out of Certification # 57.

**Project Requisition No. 4:** The Board discussed Project Requisition No. 4.

Following discussion, upon motion duly made by Director Hulsebus, seconded by Director Brzostowicz and, upon vote, unanimously carried, the Board accepted Project Requisition No. 4, in the amount of \$601,582.61.

**Proposal for Construction Management for FDP 1 Phase 9 from CFC Construction:** The Board deferred discussion until the April meeting.

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**Correction of Change Order No. 004, to the Construction Contract with SAMORA Construction for STC Block 14:** Mr. Andrews discussed with the Board the Correction to Change Order No. 004, to the Construction Contract with SAMORA Construction for STC Block 14 in the amount of \$30,532.50.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Board approved the Correction to Change Order No. 004, to the Construction Contract with SAMORA Construction for STC Block 14 in the amount of \$30,532.50.

**Change Order No. 015 from SAMORA Construction for STC Block 25 Phase 2:** The Board discussed Change Order No. 015 from SAMORA Construction for STC Block 25 Phase 2, in the amount of \$7,032.25.

Following discussion, upon motion duly made by Director Brzostowicz, seconded by Director Hulsebus and, upon vote, unanimously carried, the Board approved Change Order No. 015 from SAMORA Construction for STC Block 25 Phase 2, in the amount of \$7,032.25, subject to final review by the Project Manager.

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### **DEVELOPER UPDATE**

**Lot and Home Sales:** Mr. Jencks provided an update to the Board on lot and home sales. He noted that Remington Block 27 construction is in process, Toll Bros. is closed and mobilizing, and Morgan Ranch is set to close in early summer.

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### **OTHER MATTERS**

There were no other matters for discussion at this time.

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### **ADJOURNMENT**

There being no further business to come before the Board at this time, upon a motion duly made by Director Hulsebus, seconded by Brzostowicz, and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By 

Secretary for the Meeting