

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
LINCOLN STATION METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
MARCH 22, 2023

A special meeting of the Board of Directors of the Lincoln Station Metropolitan District (referred to hereafter as the “Board”) was convened on Wednesday, March 22, 2023, at 2:00 p.m., via Microsoft Teams conference call. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Nathan Melchior, President
Jeremy Bayens; Secretary/Treasurer
Natalie L. Dustman; Assistant Secretary

Absent and excused was Director Francescon.

Also, In Attendance Were:

Anna Jones, Shauna D’Amato, Bryce Carpenter and Carrie Beacom;
CliftonLarsonAllen LLP (“CLA”)
Alicia J. Corley; Icenogle Seaver Pogue, P.C.

ADMINISTRATIVE MATTERS

Call to Order and Approval of Agenda: The meeting was called to order at 2:03 p.m. by Director Melchior. Following review, upon a motion duly made by Director Melchior, seconded by Director Bayens and, upon vote, unanimously carried, the Board approved the agenda, as presented, and excused the absence of Director Francescon.

Disclosures of Potential Conflicts of Interest: The Board discussed the requirements of Colorado law that certain disclosures would be required prior to taking official action at the meeting. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable written disclosures made by the Board members prior to this meeting in accordance with statute to permit official action to be taken at the meeting. Additionally, the Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

Director Melchior disclosed his association with Spectrum Properties, Ltd. This disclosure is associated with approval of items on the agenda that may affect his interests.

Director Dustman disclosed her ownership interest in Century Communities,

RECORD OF PROCEEDINGS

Inc., which owns property within the District. This disclosure was associated with approval of items on the agenda that could affect her interests.

It was noted by Attorney Corley that disclosures of potential conflicts of interest were filed with the Secretary of State and Board for Directors Melchior and Dustman, and no additional conflicts were disclosed at the meeting.

Quorum/Confirmation of Meeting Location/Posting of Notice/Designate 24-Hour Posting Location: Quorum was confirmed and the meeting was properly noticed, and the Board designated the District website as the 24-hour posting location – www.LincolnStationMD.com.

Public Comment: None.

CONSENT AGENDA

November 9, 2022 Regular Meeting Minutes

Claims Totaling \$257,979.73

Ms. Jones presented the consent agenda to the Board. Following review and discussion, upon a motion duly made by Director Melchior, seconded by Director Dustman and, upon vote, unanimously carried, the Board approved and ratified the consent agenda, as presented.

FINANCIAL MATTERS

December 31, 2022 Unaudited Financial Statements and Cash Position Report Updated as of February 21, 2023:

Ms. Beacom reviewed the unaudited financial statements and cash position with the Board. Following discussion, upon a motion duly made by Director Dustman, seconded by Director Bayens and, upon vote, unanimously carried, the Board accepted the December 31, 2022 unaudited financial statements and cash position, updated as of February 21, 2023, as presented.

Public Hearing on 2022 Budget Amendment: The public hearing was opened at 2:12 p.m. to consider the proposed amendment to the 2022 Budget.

It was noted that Notice stating that the Board would consider the amendment to the 2022 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Ms. Beacom reviewed with the Board the proposed amendment to the 2022 budget. Following review and discussion, upon a motion duly made by Director Dustman, seconded by Director Melchior and, upon vote, unanimously carried, the Board of Directors approved the amendment to the 2022 Budget,

RECORD OF PROCEEDINGS

appropriating the funds to the approved budget, and adopted Resolution No. 2023-03-01 to Adopt the 2022 Budget Amendment.

LEGAL MATTERS

License Agreement to Use District Property for Docking Station/Parking Spot for Scooters: Following discussion, upon a motion duly made by Director Dustman, seconded by Director Melchior and, upon vote, unanimously carried, the Board approved a license agreement to allow the use of District property for a docking station/parking spot for scooters, subject to final approval of general counsel and management.

MANAGER MATTERS

Ratify Approval of Snow Management Services Contract with Snow Management Services, LLC for 2023 Snow Removal Services Dated February 1, 2023: Following discussion, the Board determined to change the snow management services contract to cover seasonal timeframe and directed staff to coordinate this change with Snow Management Services, LLC. The board further discussed the trace trigger snow removal and directed staff to also coordinate with Snow Management Services, LLC to increase the trace trigger snow removal to reduce costs.

Following discussion, upon a motion duly made by Director Melchior, seconded by Director Bayens and, upon vote, unanimously carried, the Board approved the Snow Management Services Contract with Snow Management Services, LLC subject to revisions to the term and trace trigger snow removal adjustments.

1. **Overall Snow Removal Costs and Trigger Depths:** This matter was discussed previously.

Towing Agreement for 2023 Vehicle Towing Services: The Board briefly discussed and deferred discussion to the next Board meeting. No action was taken.

Installation of Security Cameras by Flock Safety: Following discussion, upon a motion duly made by Director Bayens, seconded by Director Melchior and, upon vote, unanimously carried, the Board approved installation of security cameras by Flock Safety, subject to a one-year contract term and confirming that the capability of definitive reporting is possible.

DIRECTOR MATTERS

Improvements to One Lincoln Station Outdoor Space: Director Melchior reported on some ideas to improve some of the common areas in the District. He will reach out to One Lincoln Station building ownership for more detailed information about what kinds of improvements they would like to see. He will report back at the next Board meeting.

OTHER BUSINESS

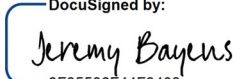
None.

RECORD OF PROCEEDINGS

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Melchior, seconded by Director Dustman and, upon vote, unanimously carried, the meeting was adjourned at 3:08 p.m.

Respectfully submitted,

By  _____
Secretary for the Meeting

Certificate Of Completion

Envelope Id: 2E6691EF2ACF4802B80AD413208858E3	Status: Completed
Subject: Complete with DocuSign: Lincoln Station MD - MINUTES - 03-22-2023 Special Mtg (exec copy).pdf	
Client Name: Lincoln Station MD	
Client Number: A521783-OS03-2023	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Cindy Jenkins
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Cindy.Jenkins@claconnect.com
	IP Address: 67.176.12.84


Record Tracking

Status: Original	Holder: Cindy Jenkins	Location: DocuSign
6/26/2023 12:27:41 PM	Cindy.Jenkins@claconnect.com	

Signer Events

Jeremy Bayens
 Jeremy.Bayens@centurycommunities.com
 Board Member
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 9F35506F44F3403...
 Signature Adoption: Pre-selected Style
 Using IP Address: 24.9.183.207
 Signed using mobile

Timestamp

Sent: 6/26/2023 12:32:07 PM
 Viewed: 6/28/2023 8:12:04 AM
 Signed: 6/28/2023 8:12:55 AM

Electronic Record and Signature Disclosure:
 Accepted: 6/28/2023 8:12:04 AM
 ID: 7900f965-b74d-4f6e-92ba-9883bf3c0b36

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	6/26/2023 12:32:07 PM
Certified Delivered	Security Checked	6/28/2023 8:12:04 AM
Signing Complete	Security Checked	6/28/2023 8:12:55 AM
Completed	Security Checked	6/28/2023 8:12:55 AM

Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from CliftonLarsonAllen LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with CliftonLarsonAllen LLP

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.