

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
LINCOLN STATION METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
NOVEMBER 9, 2022

A regular meeting of the Board of Directors of the Lincoln Station Metropolitan District (referred to hereafter as the “Board”) was convened on Wednesday, November 9, 2022, at 10:00 a.m., via both audio/video conference call and at the offices of CliftonLarsonAllen LLP, 8390 East Crescent Parkway, Suite 300, Greenwood Village, Colorado 80111. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Nathan Melchior, President
Jeremy Bayens; Secretary/Treasurer (*via audio/video conference*)
Natalie L. Dustman; Assistant Secretary (*via audio/video conference*)

Absent and excused was Director Francescon.

Also, In Attendance Were:

Anna Jones, Rachel Alles and Carrie Beacom; CliftonLarsonAllen LLP (“CLA”)
Alicia J. Corley; Icenogle Seaver Pogue, P.C. (*via audio/video conference*)
Sydney Burnett and Michael Lund; Piper Sandler & Co.
Tarin Mawhir; Cushman & Wakefield

CALL TO ORDER

The meeting was called to order at 10:00 a.m.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. 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 disclosures made by the Board members prior to this meeting in accordance with statute. It was noted by Attorney Corley that disclosures of potential conflicts of interest were filed with the Secretary of State and Board for Director Melchior, and no additional conflicts were disclosed at the meeting.

ADMINISTRATIVE MATTERS

Quorum/Confirmation of Meeting Location/Posting of Notice: Quorum was confirmed and the meeting was properly noticed.

Public Comment: None.

CliftonLarsonAllen LLP Statements of Work for Accounting and Management Services for 2023: Following review and discussion, upon a

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motion duly made by Director Melchior, seconded by Director Dustman and, upon vote, unanimously carried, the Board approved the Statements of Work for accounting and management services for 2023 with CliftonLarsonAllen LLP.

2023 Insurance Renewal, Worker's Compensation and Special District Association Membership: Following review and discussion, upon a motion duly made by Director Dustman, seconded by Director Melchior and, upon vote, unanimously carried, the Board approved the 2023 insurance renewal and workers compensation, subject to final review and approval by Director Melchior, and authorized the membership renewal with the Special District Association.

CONSENT AGENDA

November 10, 2021 Regular Meeting Minutes

Claims Totaling \$554,526.19

First Amendment to 2022 General Maintenance Services Contract with CDR Construction, LLC dated April 25, 2022

Work Order Contract with Tryg Group, LLC for 2022 HVAC Maintenance Services

Quarterly Maintenance Program for 2022 with Reidy Metal Services, Inc. for Refinishing and Maintaining Architectural Metals

First Amendment to the Snow Management Services Contract with Snow Management Services, LLC, dated March 4, 2022

2021 Audit and its Submission

Broker of Record Letter for TCW Risk Management

Task Order Services Contract with C&L Water Solutions, Inc. for Storm Water Maintenance, effective as of April 7, 2022

Task Order No.1 to the Task Order Services Contract with C&L Water Solutions, Inc. for Storm Water Maintenance in the Amount of \$10,950.00

Task Order No. 2 to the Task Order Services Contract with C&L Water Solutions, Inc. for Storm Water Maintenance in the Amount of \$23,385.00

First Amendment to Task Order Services Contract with C&L Water

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Solutions, Inc. for Storm Water Maintenance, effective May 3, 2022

First Amendment to Security Services Contract with Advantage Security, LLC dated July 5, 2022

Agreements for 2022-2023 Services:

2023 Security Services Contract with Advantage Security, LLC

First Amendment to the Janitorial Services Contract with Roth Property Maintenance, LLC, effective January 1, 2023

Work Order Contract with Bristol Botanics, Inc. for 2022-2023 Exterior Holiday Décor

Landscaping Services Contract with Brightview Landscape Services, Inc. for 2023 Landscaping Maintenance

Second Amendment to 2023 General Maintenance Services Contract with CDR Construction, LLC

Work Order Contract with Reidy Metal Services for Quarterly Maintenance Program

Work Order Contract with Tryg Group, LLC for HVAC Maintenance

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

FINANCIAL MATTERS

Bond Refunding Options: Mr. Lund and Ms. Burnett with Piper Sandler & Co. reported that they had reviewed the District's current bonds and suggested looking into refinancing in the spring. Following discussion, the Board determined to work with Piper Sandler & Co. in the spring on possible bond refinancing.

September 30, 2022 Unaudited Financial Statements and Cash Position:

Ms. Beacom reviewed the unaudited financial statements and cash position for the period ending September 30, 2022 with the Board. Following discussion, upon motion duly made by Director Melchior, seconded by Director Dustman and, upon vote, unanimously carried, the Board accepted the September 30, 2022 unaudited financial statements and cash position as presented.

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Public Hearing on 2023 Budget: The public hearing was opened to consider the proposed 2023 Budget and to discuss related issues.

It was noted that Notice stating that the Board would consider adoption of the 2023 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 2023 budget and Attorney Corley presented to the Board of Directors a Resolution for approval and adoption of the 2023 budget, appropriating funds therefor and certification of a mill levy thereunder. After review and discussion, upon motion by Director Melchior, second by Director Bayens, and unanimous vote, the Board of Directors approved the resolution adopting the 2023 budget and appropriating the funds to the approved budget and certifying the mill levies as provided in the budget.

Audit Engagement with Wipfli, LLP for 2022 Audit Services: Ms. Beacom reviewed the statutory requirements for an audit with the Board. Following review, upon a motion duly made by Director Melchior, seconded by Director Bayens and, upon vote, unanimously carried, the Board approved the audit engagement letter with Wipfli, LLP for 2022 Audit Services for an amount not to exceed \$5,100.

Appointment of Board Member to Sign the DLG-70 Certification of Tax Levies: Following discussion, the Board determined that Director Melchior will sign the DLG-70 Certification of Tax Levies.

LEGAL
MATTERS

Resolution No. 2022-11-02 Annual Administrative Resolution: Attorney Corley presented to and reviewed with the Board the Annual Administrative Resolution. Following review, upon a motion duly made by Director Dustman, seconded by Director Bayens and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-11-02 Annual Administrative Resolution, set the 2023 meeting date as the second Wednesday in November 2023, at 10:00 a.m., to be held virtually, with the option to also hold in person at the offices of CliftonLarsonAllen LLP, and elected the following officers:

President:	Nathan Melchior
Secretary/Treasurer:	Jeremy Bayens
Assistant Secretary:	Natalie L. Dustman
Assistant Secretary:	James R. Francescon

Resolution No. 2022-11-03 Calling May 2, 2023 Election: Attorney Corley presented to and reviewed with the Board the 2023 Regular Special District

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Election Resolution. Following review upon a motion duly made by Director Bayens, seconded by Director Dustman and, upon vote, unanimously carried, the Board of Directors adopted the 2023 Regular Special District Election Resolution.

2023 Rates for Legal Services with Icenogle Seaver Pogue, P.C.: Attorney Corley presented to and reviewed with the Board the 2023 rates for legal services. No action was taken.

Legislative Report:

2022 Legislative Memorandum

SB 21-262 Website Compliance

Attorney Corley reviewed the 2022 legislative memorandum and SB 21-262 website compliance requirement with the Board. No action was taken.

Agreement with Century Communities Regarding Storm Drainage Under the Parking Garage: Attorney Corley reported that an Agreement with Century Communities is in process.

MANAGER
MATTERS

Vacant Board Position: This item was discussed. No action was taken.

Garage Safety: Ms. Miller reported on the status of safety concerns in the parking garage with the Board.

DIRECTOR
MATTERS

None.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned.

Respectfully submitted,

By _____
Secretary for the Meeting

DocuSigned by:
Jeremy Bayens
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Certificate Of Completion

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Client Number: A521783-OS03-2023	
Source Envelope:	
Document Pages: 5	Signatures: 1
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Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
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Jeremy Bayens
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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
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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	3/22/2023 6:41:26 PM
Certified Delivered	Security Checked	3/23/2023 2:36:55 PM
Signing Complete	Security Checked	3/23/2023 2:37:45 PM
Completed	Security Checked	3/23/2023 2:37:45 PM
Payment Events	Status	Timestamps
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