

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
CORNERSTAR METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
NOVEMBER 16, 2023

A regular meeting of the Board of Directors of the Cornerstar Metropolitan District (referred to hereafter as the “Board”) was convened on Thursday, November 16, 2023 at 9:00 a.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:
Paul Sheppard, President

Also, In Attendance Were:
Stephanie Odewumi and Paul Wilson; CliftonLarsonAllen LLP
Clint Waldron Esq. and Heather Hartung Esq.; White Bear Ankele Tanaka & Waldron
Terrie Hatfield; ShopCore
Marti Stokes; DLC

ADMINISTRATIVE MATTERS

Call to Order and Agenda: Director Sheppard called the meeting to order at 9:02 a.m. Upon a motion duly made by Director Sheppard, the Board approved the agenda, as presented.

Declaration of Quorum/Disclosures of Potential Conflicts of Interest: A quorum was confirmed. This meeting was conducted via Microsoft TEAMS. It was confirmed that the notice providing the time, date and teleconferencing information was duly posted.

Attorney Hartung reported that disclosures for those Directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State’s Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Attorney Hartung inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Confirm Location of Meeting and Posting of Meeting Notices: It was confirmed the meeting location and notice has been posted on the website in advance of the 24-hour regulation advancement of the meeting.

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Vacant Board Positions and Notice of Vacancy: The Board acknowledged the resignations of Director Berg and Director Dugger. Legal counsel filed the notice of vacancy and is working through qualifications for the new owners Board members. The Board discussed calling a special Board meeting on November 29, 2023 at 12:00 p.m.

Directors and Oaths: No action was taken.

PUBLIC COMMENTS

There were no public comments.

CONSENT AGENDA

The Board considered the following item under the Consent Agenda:

- Minutes of the September 21, 2023 Regular Meeting.
- Interim and Current Bill.com Payments.
- Notice to Electors Pursuant to § 32-1-809, C.R.S.
- Independent Contractor Agreement with Alliance Commercial Maintenance Services, Inc. for 2023/2024 Snow Removal.
- Independent Contractor Agreement with Nature's Workforce Inc. for Storm Drain Cleaning for one time contract cleaning.

Upon a motion duly made by Director Sheppard, the Board approved/ratified approval of the Consent Agenda items, as presented.

FINANCIAL ITEMS

September 30, 2023 Unaudited Financial Statements and November 2023 Cash Position Report: Mr. Wilson presented the financial statement and Cash Position Report with the Board. Following review, upon a motion duly made by Director Sheppard, the Board accepted the September 30, 2023 Unaudited Financial Statements and November 2023 Cash Position Report, as presented.

Public Hearing to Consider Amendment of 2023 Budget and Resolution to Amend 2023 Budget: Director Sheppard opened the public hearing to consider amendment of the 2023 Budget at 9:08 a.m.

It was noted that Notice stating that the Board would consider amendment 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.

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No public comments were received, and Director Sheppard closed the public hearing at 9:09 a.m.

Following discussion, upon a motion duly made by Director Sheppard, the Board approved an amendment to the 2023 General Fund and adopted Resolution to Amend 2023 Budget, as presented.

Public Hearing on Proposed 2024 Budget and Resolution to Adopt 2024 Budget, Appropriate Sums of Money and to Set Mill Levies: Director Sheppard opened the public hearing to consider the proposed 2024 Budget at 9:09 a.m.

It was noted that Notice stating that the Board would consider adoption of the 2024 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 Director Sheppard closed the public hearing at 9:10 a.m.

Following discussion, upon a motion duly made by Director Sheppard, the Board approved the 2024 Budget and adopted Resolution to Adopt 2024 Budget, Appropriate Sums of Money and to Set Mill Levies, as presented, subject to final assessed valuations, changes by legislation, and final review by legal and accounting.

Engagement of Fiscal Focus Partners LLC to Perform 2023 Audit: Following discussion and review, upon a motion duly made by Director Sheppard, the Board approved the engagement of Fiscal Focus Partners LLC to perform 2023 Audit in the amount of \$7,650.00, as presented.

District Accountant to Prepare and Sign the DLG-70 Certification of Tax Levies Form for Certification and District Accountant to File Certification with the Board of County Commissioners and other interested parties: Following review, upon a motion duly made by Director Sheppard, the Board authorized the District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification and to file Certification with the Board of County Commissioners and other interested parties.

Investment Direction: Director Sheppard reviewed the amount of funds in the General Fund and discussed how to invest the funds and current investment options. He stated that the current rate that the CSAFE accounts offer is in line and to keep funds as they are for now.

Proposals for an Updated Reserve Study: The Board agreed to obtain

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proposals for an updated Reserve Study.

MANAGER ITEMS

Property Manager's Report: Ms. Hatfield reviewed the Property Manager's Report with the Board.

Proposals for Light Poles: Ms. Hatfield noted there's a pending proposal to review with Mr. Stokes. There are currently some lights out and once the proposals are worked through, they will be replaced with LEDs.

Proposal for Storm Water Asset Protection: Following review, upon a motion duly made by Director Sheppard, the Board approved the Proposal for Storm Water Asset Protection, as presented.

Proposal for the Following Services:

- Detention Pond Maintenance
- Street Sweeping Services
- Day Porter Services
- Common Area Maintenance Services

The Board reviewed the proposals mentioned above. The Board has received two bids for street sweeping services and is waiting on a third one.

Proposal for Renewal of General Liability and Property Insurance and to Bind Coverage: Following review, upon a motion duly made by Director Sheppard, the Board approved the renewal of General Liability and Property Insurance and authorized to bind coverage.

Property Schedule: The Board reviewed and approved the property schedule, as presented.

Special District Association of Colorado Membership for 2024: Following review, upon a motion duly made by Director Sheppard, the Board authorized the renewal of Special District Association of Colorado membership for 2024.

Worker's Compensation Coverage with Colorado Special Districts Property and Liability Pool: Following review, upon a motion duly made by Director Sheppard, the Board approved worker's compensation coverage, as presented.

CliftonLarsonAllen LLP Master Service Agreement and Related Statements of Work: Following review, upon a motion duly made by Director Sheppard, the Board approved the CliftonLarsonAllen LLP Master Service Agreement and related Statements of Work, as presented.

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Fourth Addendum to Independent Contractor Agreement with Keesen for Landscaping Services: Following review, upon a motion duly made by Director Sheppard, the Board approved the Fourth Addendum to Independent Contractor Agreement with Keesen for Landscaping Services, as presented.

ATTORNEY
ITEMS

2024 Annual Administrative Resolution: Following review, upon a motion duly made by Director Sheppard, the Board adopted the 2024 Annual Administrative Resolution, subject to revisions.

2024 Annual Service Contracts: Once updates to the contracts are complete, the contracts will be sent over to Mr. Stokes to review.

Accessibility Standards for Individuals with a Disability for Information Technology Systems Employed by the District: Attorney Waldron reviewed the standards with the Board.

DIRECTOR
ITEMS

Development Activity Update: Indian Grocer will be opening mid-March 2024.

OTHER
BUSINESS

Quorum for Next Meeting – March 20, 2024 at 9:00 a.m.: The Board confirmed a quorum for the March 20, 2024 meeting at 9:00 a.m.

ADJOURNMENT

Upon a motion duly made by Director Sheppard, the meeting was adjourned at 9:44 a.m.

Respectfully submitted,



Secretary for the Meeting