## RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING/BOARD MEMBER ORIENTATION
OF THE BOARD OF DIRECTORS OF THE
NORTH RANGE METROPOLITAN DISTRICT NO. 1
NORTH RANGE METROPOLITAN DISTRICT NO. 1,
SUBDISTRICT NO. 1
NORTH RANGE METROPOLITAN DISTRICT NO. 1,
SUBDISTRICT NO. 2 ("DISTRICTS")
HELD
JULY 18, 2022

A special meeting/Board member orientation of the Boards of Directors of the North Range Metropolitan District No. 1, North Range Metropolitan District No. 1, Subdistrict No. 1 and North Range Metropolitan District No. 1, Subdistrict No. 2 (referred to hereafter as the "Boards") was convened on July 18, 2022 at 5:00 p.m. This District Board meeting was held in person and via Microsoft Teams. The meeting was open to the public.

## **ATTENDANCE**

## Directors In Attendance Were:

Susan Good Anna Phillips Roger Japp Craig Kim Scott Davis

## Also, In Attendance Were:

Kristen Bear; White Bear Ankele Tanaka & Waldron

Matt Urkoski, Anna Jones and Shelby Clymer; CliftonLarsonAllen LLP ("CLA")

Bruce Rau; Reunion Metropolitan District and North Range Metropolitan District No. 3

James Hayes; North Range Metropolitan District No. 3

## ADMINISTRATIVE MATTERS

<u>Call to order and approval of agenda:</u> Director Japp called the meeting to order at 5:00 p.m. Upon a motion duly made by Director Japp, seconded by Director Phillips and, upon vote, unanimously carried, the Boards approved the agenda as presented.

**Disclosures of potential conflicts of interest:** The Boards 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 Boards 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 Boards' members prior to this meeting in accordance with statute. It was

## RECORD OF PROCEEDINGS

noted by Attorney Bear that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting

**Quorum/Confirmation of Meeting Location/Posting of Notice:** A quorum was confirmed.

The Boards entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the Districts' Board meeting. This meeting was conducted in person and via Microsoft Teams and public participation was encouraged via Microsoft Teams. The Boards further noted that notice providing the time, date and video link information was duly posted and that no objections, nor any requests that the means of hosting the meeting be changed, were received by taxpaying electors within the Districts' boundaries.

<u>Public Comment:</u> <u>Discussion on District operations, maintenance, engagement and debt restructuring</u>: Mr. Hayes and Mr. Rau reviewed the information distributed at the meeting. Upon a motion duly made by Director Japp, seconded by Director Kim and, upon vote, unanimously carried, the Boards determined to add this item to the August 2, 2022 agenda for further discussion.

BOARD MEMBER ORIENTATION Attorney Bear and Ms. Clymer reviewed the PowerPoint that was shared with the Boards.

ADJOURNMENT

There being no further business to come before the Boards at this time, Director Japp adjourned the meeting at 7:02 p.m.

Respectfully submitted,

Docusigned by:

Anna Phillips

Secretary for the Meeting

# **DocuSign**

#### **Certificate Of Completion**

Envelope Id: 5DF90F6F36934D49800FA09546EC2E0B

Subject: NR1 : Minutes 07-18-2022 NR1.pdf Client Name: North Range MD No. 1 Client Number: 011-042159-OS01-2022

Source Envelope:

Document Pages: 2 Signatures: 1
Certificate Pages: 5 Initials: 0

AutoNav: Enabled

Envelopeld Stamping: Enabled

Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed

Envelope Originator:

Kathy Suazo

220 S 6th St Ste 300

Minneapolis, MN 55402-1418 Kathy.Suazo@claconnect.com IP Address: 67.172.129.238

## **Record Tracking**

Status: Original

8/3/2022 1:49:16 PM

Holder: Kathy Suazo

Kathy.Suazo@claconnect.com

Location: DocuSign

## **Signer Events**

Anna Phillips anna@phillipz.me

Security Level: Email, Account Authentication

(None)

Signature

— DocuSigned by:

UNA Phillips
—84CAB75DD1CE48A...

Signature Adoption: Pre-selected Style Using IP Address: 174.16.75.28

## **Timestamp**

Sent: 8/3/2022 1:50:11 PM Viewed: 8/3/2022 4:16:02 PM Signed: 8/3/2022 4:16:09 PM

## **Electronic Record and Signature Disclosure:**

Accepted: 6/16/2020 12:57:05 PM

ID: d67a393d-270a-4ddd-bb2c-ef187a2de4f7

In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp

COPIED

Agent Delivery Events Status Timestamp

Intermediary Delivery Events Status Timestamp

Certified Delivery Events Status Timestamp

Carbon Copy Events Status Timestamp

Kristine Stone

kstone@wbapc.com

Security Level: Email, Account Authentication

(None)

**Electronic Record and Signature Disclosure:** 

Accepted: 5/24/2022 8:57:01 AM

ID: 0f75f83a-067f-466b-a481-24631fd14e46

Sent: 8/3/2022 4:16:10 PM

Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Summary Events Envelope Sent	Status Hashed/Encrypted	<b>Timestamps</b> 8/3/2022 1:50:11 PM
•		•

Envelope Summary Events	Status	Timestamps
Completed	Security Checked	8/3/2022 4:16:10 PM
Payment Events	Status	Timestamps

#### 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: <a href="https://support.docusign.com/guides/signer-guide-signing-system-requirements">https://support.docusign.com/guides/signer-guide-signing-system-requirements</a>.

## 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.