

MINUTES OF THE REGULAR MEETING OF THE BOARD
OF DIRECTORS OF

CASTLE OAKS METROPOLITAN DISTRICTS NO. 3

Held: Wednesday, July 26, 2023, at 9:00 a.m.

This meeting was held via teleconference.

Attendance

A regular meeting of the Board of Directors of Castle Oaks Metropolitan District No. 3 was called and held as shown above and in accordance with the applicable laws of the State of Colorado. The following directors, having confirmed their qualification to serve on the Board, were in attendance:

Craig Campbell
Jack Hoagland
Emily Martin

Directors Purcell and Morton were absent. All absences are deemed excused unless otherwise noted in these minutes.

Also present were: Audrey G. Johnson, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, General Counsel; and Curtis Bourgouin and Alyssa Ferreira, CliftonLarsonAllen, LLP, District Accountant.

**Call to Order/Declaration of
Quorum/Director
Qualifications**

It was noted that a quorum was present, that all directors had confirmed their qualification to serve, and the meeting for the District was called to order.

**Conflict of Interest
Disclosures**

Ms. Johnson advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Johnson 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. Ms. Johnson noted that a quorum was present and 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 participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda

Ms. Johnson presented the proposed agenda to the Board for consideration. Following discussion, upon a motion duly made, the Board approved the agenda as presented.

Ratification of Appointment of Officers

The Board engaged in discussion regarding the Appointment of Officers. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the current slate of officers.

Consider Appointment of Officers Post May 2023 Election

The Board engaged in general discussion regarding the Appointment of Officers. Following discussion, upon a motion duly made and seconded, the Board appointed Director Campbell as President, Director Purcell as Treasurer, Director Morton as Secretary, Director Hoagland as Assistant Secretary, and Director Martin as Assistant Secretary.

Public Comment

None.

Consent Agenda

The items on the consent agenda were reviewed. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified, and/or adopted:

- a. October 26, 2022 Special Meeting Minutes;
- b. Resolution Designating Meeting Notice Posting Location;
- c. Engagement Letter with Fiscal Focus Partners to Prepare 2022 Audit; and
- d. Special Districts Preparation Scope of Work and Payroll Services Scope of Work with CliftonLarsonAllen LLP

Legal Matters

None.

Financial Matters

Consider Approval Payables/Financials

Ms. Ferreira presented to the Board the unaudited financial statements dated June 30, 2023 and the Schedule of Cash Position dated June 30, 2023, updated as of July 19, 2023. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the unaudited financial statements and the Schedule of Cash Position.

Ms. Ferreira presented to the Board claims from October 26, 2022 to July 19, 2023 for ratification. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the claims in the amount of \$35,569.43.

Consider Acceptance of 2022 Audit

Ms. Ferreira presented the 2022 audit to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the audit subject to clean auditor opinion.

Other Financial Matters

None.

Other Business

Discuss Scheduling Town Hall Meeting Required by SB23-110

The Board engaged in discussion regarding the Town Hall meeting. The Board determined to hold the meeting at 8:30 a.m., virtually, before the end of year meeting.

Adjournment

There being no further business to come before the Board and following discussion, upon a motion duly made, the Board unanimously determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.



Tom Morton (Dec 7, 2023 06:59 MST)

Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 25 day of October, 2023.