
RECORD OF PROCEEDINGS

Minutes of the Regular Meeting of the Board of Directors of Sunlight Metropolitan District April 8, 2021

A Regular Meeting of the Board of Directors of Sunlight Metropolitan District, Routt County, Colorado, was held Thursday, April 8, 2021 at 8:30 a.m. Due to the pandemic the meeting was held virtually via Zoom.

Attendance The following Directors were present and acting:

- Todd Pedersen (via video)
- Bert Svendsen (via video)
- Jeremy MacGray (via video)

Absent and Excused:

- Tom Fox
- Matt Tredway

Also in attendance were:

- Jim Beers Owner Lot 34 (via video)
- Mary Johnston, Lot 16 Owner (via video)
- Charles Petty, Lot 40 Owner (via video)
- Ryan Bramwell, Lot 42 Owner (via video)
- Megan Abbott, Lot 45 Oner (via video)
- Andrea Wilhelm, Ben Wilhelm, Bryan Ayer, CPG (via video)
- Judith Hodge , Lot 12 Owner (via video)
- John Augustin, Lot 6 Owner (via video)
- Kathy Vanbeam, Lot 15 Owner (via video)
- Matthew Grzegozewski, Lot 66A (via video)
- David Selden (via video)
- Richard Passavant, (via video)
- Sean Schimmel, Lot 71 (via video)
- Maggie Cahill, Lot 38 (via video)
- Scott Lawson, (via video)
- Alan Pogue, Icenogle Seaver Pogue (via video)
- Debbie Braucht, Marchetti & Weaver, LLC, Secretary for the Meeting (via video)

Call to Order The Meeting of the Board of Directors of Sunlight Metropolitan District was called to order by Chairman Pedersen, noting a quorum was present.

Conflicts of Interest The requirements of Colorado law are 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

RECORD OF PROCEEDINGS

Sunlight Metropolitan District April 8, 2021 Meeting Minutes

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 that disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors.

Consideration of Agenda

No changes were made to the Agenda.

Public Comment

Mr. Bramwell wanted to say “Good Job” on the snowplowing & shoveling this winter.

Minutes

Upon review and by motion duly made and seconded it was unanimously

RESOLVED to approve the October 8, 2020 meeting minutes as presented.

Operations Manager Report

Ms. Wilhelm said the snowplowing went smoother this year and Commercial Property Group (CPG) shoveled the sidewalks this winter. There were less complaints and the snow didn’t get so packed down. There was discussion of the trigger for plowing and shoveling and the additional cost and impact on the budget it would have. This will be considered in more depth for the 2022 Budget.

Mr. Selden & Mr. Passavant joined the meeting

Mr. Wilhelm stated they will begin landscaping this month with aerating and fertilizing, then weed spraying later in the streetscape and park. Weed spraying was not done last year but they will begin regular weed spraying this year. The Park is a higher priority, so it is recommended to add irrigation in certain areas to improve the grass. Attention will not be focused in areas where there is a lot of construction and Director Svendsen noted they may have to hand water trees if the irrigation system is turned off in an area for any length of time. Director MacGray noted Phase III will not be ready to irrigate until late in the summer.

Maggie Cahill & Scott Lawson joined the meeting.

RECORD OF PROCEEDINGS

Sunlight Metropolitan District April 8, 2021 Meeting Minutes

Cluster Mailboxes

There was discussion of the cluster mail boxes which were added per the development agreements with the final one to be installed as Phase III is completed. Ms. Wilhelm noted there is a need for parcel boxes so they included a proposal in the meeting packet. Mr. Pogue stated this is not a permissible District expense.

Park Lawn Refurbishment

There was discussion of the clay soil and how hard it is to grow grass. It is a big issue in the park and what is the most cost-effective way to mitigate it other than digging it all up and replacing it with topsoil? Mr. Ayer stated this is an issue all over the Steamboat area and it has been his experience that using a deep tine aerator, raking away the plugs and filling the holes with a hummus soil mixture is effective. This allows more water to reach the grass roots and the grass roots to spread, neither of which can otherwise penetrate the clay soils. The Steamboat parks department has found this treatment so effective they have purchased a deep tine aerator. Included in the packet is a proposal from CPG to rent a deep tine aerator and add a sand/hummus soil mix to the area. Total cost for this is estimated to be \$4,995. In addition, CPG would recommend adding additional sprinkler heads in a couple of areas and one zone along the roadside where current irrigation doesn't reach. There is already \$6,000 budgeted for park capital improvements so if the Board approved both it would be an additional \$1,200. Upon motion duly made and seconded it was unanimously

RESOLVED to approve the proposal for refurbishing the park lawn and adding additional irrigation for a total of \$4,995 and \$1,200 respectively.

Commercial Property Group Amended Contract

Director Pedersen stated he was under the assumption the contract approved last fall included the landscaping and would like to make a motion to approve CPG's proposal. Upon motion duly made and seconded it was unanimously

RESOLVED to approve an Amended Contract with Commercial Property Group to include landscaping as described in their Scope of Services.

RECORD OF PROCEEDINGS

Sunlight Metropolitan District April 8, 2021 Meeting Minutes

24-Hour Posting Location

In the event the internet is down or the District is unable to post notices on the website, the cluster mailboxes will serve as the 24-hour alternate posting location. By motion duly made and seconded it was unanimously

RESOLVED to approve and affirm, as stated in the Annual Administrative Matters Resolution, the 24-Hour posting location as the District's website and the alternate as the cluster mail boxes.

2020 Audited Financial Statements

Director Pedersen stated in the past the District was exempt from audit but the acceptance of the infrastructure and the issuance of the bonds triggered the requirement for an audit. He has reviewed the 2020 Audited Financial Statements and would recommend acceptance. Upon motion duly made and seconded it was unanimously

RESOLVED to accept the 2020 Audited Financial Statements.

Financial Statements

Upon review and by motion duly made it was unanimously

RESOLVED to approve the February Financial Statements.

Other Business

Director MacGray updated the Board on the Phase III construction and the dedications of easements and sidewalks to the Metro District.

Accounts Payable

An Accounts Payable listing was provided to the Board prior to the meeting and upon motion duly made and seconded it was unanimously

RESOLVED to ratify the Accounts Payable.

Adjournment

There being no further business to come before the Board, upon motion duly made and seconded it was unanimously

RESOLVED to adjourn the meeting of the Sunlight Metropolitan District Board of Directors held April 8, 2021.

RECORD OF PROCEEDINGS

Sunlight Metropolitan District April 8, 2021 Meeting Minutes

Respectfully Submitted,

Debbi Beach

Secretary to the Meeting