

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
BANNING LEWIS RANCH METROPOLITAN DISTRICT NO. 3
(THE "DISTRICT")
HELD
JANUARY 28, 2021

A special meeting of the Board of Directors of the Banning Lewis Ranch Metropolitan District No. 3 (referred to hereafter as the "Board") was convened on Thursday, January 28, 2021, at 1:00 p.m. Due to concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, this District Board meeting was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Floyd Petty, President
Michael Brotten, Treasurer/Secretary
Raymond Marshall, Assistant Secretary

Absent Excused:

Lindsay Marrinan-Levy, Assistant Secretary

Also, In Attendance Were:

Pat Hrbacek, Esq.; Spencer Fane, LLP.
Josh Miller, Chelsea Gondeck, and Carrie Bartow; CliftonLarsonAllen LLP

ADMINISTRATIVE MATTERS

Call to Order and Approve Agenda: Director Petty called the meeting to order at 1:00 p.m.

Following discussion upon a motion duly made by Director Marshall, seconded by Director Petty and, upon vote, unanimously carried, the Board approved the agenda as presented.

Declaration of Quorum/Director Qualifications/Disclosure Items: All Directors are homeowners in the District. There were no conflicts of interest related to specific agenda items on the agenda.

Community Comments: None.

Minutes from the November 11, 2020 Special Board Meeting: Following review, upon a motion duly made by Director Petty, seconded by Director Marshall and, upon vote, unanimously carried, the Board approved the minutes from November 11, 2020 as presented.

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FINANCIAL MATTERS

Acceptance of Cash Position and Schedules: Ms. Bartow reviewed the cash position and schedules. There was no Board action.

Approval of 2020 Audit Engagement with BiggsKofford P.C.: Following discussion upon a motion duly made by Director Petty, seconded by Director Brotten and, upon vote, unanimously carried, the Board approved the engagement letter with BiggsKofford P.C.

LEGAL MATTERS

Other: Discussion ensued on Board vacancy.

MANAGER MATTERS

Managers' Report: Mr. Miller provided a verbal report with the Board. Discussion ensued on tree replacement and maintenance, water issues in roadways, and moving snow banks to sunnier areas.

Discussion Regarding Mailbox Lighting: Mr. Miller reviewed the mailbox lighting options with the Board, discussion ensued. No action was taken at this time.

OTHER BUSINESS

Confirm Quorum for the Next Regular Meeting: Mr. Miller stated that management would reach out to confirm a quorum if a meeting is needed.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Brotten, seconded by Director Marshall and, upon vote, unanimously carried, the meeting was adjourned at 1:45 p.m.

Respectfully submitted,

DocuSigned by:
By Michael Brotten
CD18A087E14040D...
Secretary for the Meeting

Certificate Of Completion

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|---|-------------------------------|
| Envelope Id: 7DFF46462D64457AA624D743614ADDC4 | Status: Completed |
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Signer Events

Michael Brotten
 MichaelBBLR@gmail.com
 Secretary / Treasurer
 Security Level: Email, Account Authentication (None)

Signature

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 Signed: 5/5/2021 3:54:57 PM

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| In Person Signer Events | Signature | Timestamp |
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| Editor Delivery Events | Status | Timestamp |
| Agent Delivery Events | Status | Timestamp |
| Intermediary Delivery Events | Status | Timestamp |
| 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 | 5/3/2021 2:02:10 PM |
| Certified Delivered | Security Checked | 5/5/2021 3:54:27 PM |
| Signing Complete | Security Checked | 5/5/2021 3:54:57 PM |
| Completed | Security Checked | 5/5/2021 3:54:57 PM |
| Payment Events | Status | Timestamps |
| Electronic Record and Signature Disclosure | | |

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