

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF SADDLER RIDGE METROPOLITAN DISTRICT

Held: Wednesday, March 16, 2022 at 11:00 a.m., at 9 Timber Ridge Parkway, Severance, Colorado and via teleconference

Attendance

The meeting referenced above was called and held in accordance with the applicable statutes of the State of Colorado. The following directors were in attendance:

Kenji Matsuda  
Dave Seidl  
Jake Pault (*via* teleconference)

Directors Gene Osborne and Will Edgington were absent. All directors' absences are deemed excused unless a contrary notation is recorded in these minutes.

Also present were: Ashley B. Frisbie, White Bear Ankele Tanaka & Waldron, Attorneys at Law, District Manager; and Justin Hilburn, resident.

Also present (*via* teleconference) were: Eric Weaver and Krista Koenig, Marchetti & Weaver, LLC, District Accountant; Angela Elliott and Cathy Baldwin, Teleos, LLC, Covenant Enforcement Manager; JR Osborne, C3 Construction Management Co., Inc.; Beth Kelsey, Liberty Savings Bank ("LSB"); and Tiffany Farner-Hirsch, resident.

Call to Order/Declaration of Quorum

Ms. Frisbie noted that a quorum of the Board was present and the meeting was called to order.

Director Disclosures

Ms. Frisbie advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Frisbie 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. Frisbie 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

The Board reviewed the proposed agenda for the meeting.

Following review, upon a motion duly made and seconded, the Board unanimously approved the agenda, as amended.

Public Comment

There was no Public Comment.

Consent Agenda

The Board was presented with the consent agenda items. Upon a motion duly made and seconded, the Board unanimously took the following actions:

- a. Approved Minutes from January 19, 2022, January 25, 2022, and February 22, 2022 meetings
- b. Ratified 2021 Annual Report

Management Matters

Teleos Management Report

Ms. Elliott and Ms. Baldwin presented their Management Report to the Board, noting that covenant inspections are being performed every three weeks and there have not been any major violations.

Review and Consider Approval of Amendment to Residential Improvement Guidelines and Site Restrictions

Ms. Frisbie presented the Amendment to the Residential Improvement Guidelines and Site Restrictions to the Board for consideration. Ms. Farner-Hirsch noted that she was in agreement with the language regarding allowance of regularly used commercial vehicles and thanked the Board for working to have that changed.

Following discussion, upon a motion duly made and seconded, the Board unanimously approved the amendment.

Discuss Prairie Dogs on Vacant Lots

Director Matsuda reported that he has seen some prairie dogs on the vacant commercial lots to the east of the event center. Ms. Kelsey noted that both Next Step, LLC and LSB own the lots east of the event center and that she will look into options and discuss the issue with Next Step, LLC.

Discuss Construction Vehicles and Damage to Walking Trails

Director Seidl reported that a resident informed him that construction vehicles have been using some of the walking trails for construction access, and there appears to be quite a bit of damage.

Following discussion, the Board directed Ms. Frisbie to contact the builder to inform them of the issue and request that the trails be restored to their original condition.

Discuss Native Mowing

Ms. Elliott reported that Tristan Jackson will be moving out of state and will not be able to provide native area mowing for the District. She noted that she is working with Foothills Landscape Maintenance, LLC (“FLM”) to obtain a proposal for that service.

Discuss Storage of Holiday Decorations

Ms. Kelsey reported that LSB still provides holiday decorations for the community, and that Mr. Jackson previously stored and installed those decorations. As Mr. Jackson is moving out of state,

LSB will need an alternate location to store the decorations and will work to find a contractor for the installation. The Board discussed storage locations and agreed to store them at the sewer plant. Director Pault and Mr. JR Osborne volunteered to coordinate with Ramey Environmental Compliance for access to the sewer plant.

#### Pet Waste Stations

Director Seidl reported that a resident has requested to have pet waste stations installed along the trails. Ms. Elliott explained the costs for the installation and routine maintenance associated with the installation of pet waste stations.

Following discussion, the Board directed Ms. Elliott to obtain a proposal from FLM for the purchase, installation, and routine maintenance of three pet waste stations.

#### Financial Matters

##### Financials/Payables

Mr. Weaver presented the payables, dated March 10, 2022, to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the payables.

##### Discuss Status of 2021 Audit

Mr. Weaver reported that the audit field work is scheduled to begin next week.

#### Legal Matters

##### Update on May 3, 2022 Election

Ms. Frisbie provided the Board with an update on the May 3, 2022 Election, noting that four Self-Nomination and Acceptance forms were received from four of the current board members. Mr. Hilburn noted that he also submitted a Self-Nomination and Acceptance form. Ms. Frisbie reported that his form was received; however, it was rejected and instructions on how to cure and resubmit his form were sent to him; however, her office did not receive a resubmittal by the February 25, 2022 deadline. Mr. Hilburn inquired as to how he could join the Board at this time. Ms. Frisbie indicated that there will be a vacancy on the Board after the May 3, 2022 election, and provided the Board and Mr. Hilburn with information on the appointment process. Ms. Frisbie also noted that there will be another election in May of 2023.

##### Discuss Pump Station Agreement with North Weld County Water District (“NWCWD”)

Mr. JR Osborne provided the Board with an update on the Pump Station Agreement with NWCWD, noting that everything is still in the preliminary phase. He informed the Board he is having difficulty finding a water specialty engineer to help with the design of the project. Director Pault indicated that he will work with Mr. JR Osborne on solicitation of proposals. Mr. JR Osborne also noted that the NWCWD has agreed to let Richfield Homes purchase the remaining available water taps.

##### Discuss Long Term Maintenance of Weld County Road 19

There was no update at this time.

Discuss Future Development of Saddle Phase 2b and Saddle Southern

There was no update at this time.

Operations and Maintenance Matters

Update on Repair and Remodel of Pond

Mr. JR Osborne provided an update on the repair and remodel of the pond, noting that the contractor is onsite and working, the bentonite pond sealer has been ordered, and the trees on the islands have been removed. Director Seidl reported that it appears that the contractor may be having mechanical issues with their excavator, as there have been repair vehicles onsite quite frequently. It was noted that a proposal will be needed for the pond aerator (bubbler) and landscape rehab for the area surrounding the pond.

Update on Installation of Water Meter Vaults

Mr. JR Osborne reported that the meters that were purchased NWCWD are too small, and NWCWD will be charging the District \$13,000 to increase the size from 1.5 inches to 2.0 inches. Mr. JR Osborne noted that FLM has provided a bid for the repair of some of the irrigation system and will work directly with NWCWD on the installation of the water meter vaults.

Update on Wastewater Treatment Plant

There was no update at this time.

Update on eOne Pumps

There was no update at this time.

Update on Construction Matters

There was no update at this time.

Update on Lot Sales

There was no update at this time.

Other Business

There was no other business at this time.

Adjourn

There being no further business to come before the Board, and upon motion duly made, seconded, and unanimously carried, the meeting was adjourned.

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

  
Secretary

The foregoing minutes were approved on the 18<sup>th</sup> day of May, 2022.