

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
CORNERSTAR METROPOLITAN DISTRICT (THE "DISTRICT")  
HELD  
MARCH 23, 2021

A special meeting of the Board of Directors of the Cornerstar Metropolitan District (referred to hereafter as the "Board") was convened on Wednesday, March 23, 2021, at 9:00 a.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:

Paul Sheppard, President  
Nicholas Freddo, Treasurer  
Cheryl Berg, Secretary

#### Also, In Attendance Were:

Andrew Williams, Sandy Brandenburger & Paul Wilson; CliftonLarsonAllen LLP  
Clint Waldron & Heather Hartung; White Bear Ankele Tanaka & Waldron

### CALL TO ORDER

Director Sheppard called the to order at 9:01 a.m.

### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Mr. Waldron 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. Mr. Waldron 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 Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

### ADMINISTRATIVE

**Quorum/Confirmation of Meeting Location/Posting Notice:** Quorum was confirmed. The Board determined that due to concerns regarding the spread of COVID-19 and the benefit to the control of the spread of the virus by limiting in-person contact, this meeting was conducted via Microsoft TEAMS and encouraged public participation via Microsoft TEAMS. The Board further noted that notice providing the time, date and video link information was duly posted and that no objections, or any requests that the means of hosting the

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meeting be changed by taxpaying electors within the District's boundaries.

**Agenda:** Upon a motion duly made by Director Sheppard, seconded by Director Berg and, upon a vote, unanimously carried, the Board approved the agenda as presented.

**Public Comment:** No public comment.

### CONSENT AGENDA

#### **Minutes of the November 19, 2021 Special Meeting:**

#### **Ratify Bill.com Payments Totaling \$134,023.90:**

#### **Current Claims Totaling \$20,251.80:**

#### **Resolution No. 2021-03-01 Designating the District's Website for the Online Posting of Meeting Notices and 24-Hour Posting Locations:**

#### **Ratification of Independent Contractor Agreement with ShopCore Properties TRS Management, LLC for Property Management Services:**

Mr. Williams reviewed with the Board. Upon a motion duly made by Director Sheppard, seconded by Director Berg, and, upon vote, unanimously carried, the Board approved the Consent Agenda items as presented.

### FINANCIAL ITEMS

**Financial Reports as of March 2021:** Mr. Wilson reviewed with the Board and stated they were able to make the Debt Service payment using the General Fund monies in 2020. He also provided a breakdown of the 2021 accounts and stated the all is on track with the property tax and ownership tax. Upon a motion duly made by Director Sheppard, seconded by Director Berg, and, upon vote, unanimously carried, the Board accepted the March 2021 Financial Reports.

**Other:** None.

### MANAGER ITEMS

**Property Manager's Report:** Mr. Williams asked the Board if they wanted to keep this item on future Agendas. After discussion, Director Sheppard stated that the property manager, Terri Hatfield would either attend the future meetings to provide a report and Director Berg stated that a written report for the packet is another option. Director Sheppard stressed that these reports for any landscape concerns.

**Other:** None.

### ATTORNEY ITEMS

**Delinquent Taxes on Detention Pond Tract and Potential Acquisition of Property:** Mr. Waldron reviewed with the Board and stated Ms. Hartung has looked into the status of the pond. He noted that taxes have not been paid for

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2017, 2018 and 2019. The treasurers deed is due November 1, 2021 in the amount of \$321 owed for taxes. If the Board wants pond conveyed, they will need to file a plat exemption with the City of Aurora to obtain the deed from Alberta. A proposal or bid may be needed for a cleanout of the pond. Trees and silt will also need a clean up. Mr. Wilson will plan to contact Alberta to discuss plans of the District obtaining the pond property.

**Other:** None.

### DIRECTOR ITEMS

**Development Activity Update:** Director Sheppard provided an update on the ongoing activity within the District. Noting that new tenants should help boost sales tax revenue.

### BOARD VACANCIES

**Appointment of Sarah Elizabeth Dugger and Administer Oath of Office:** Mr. Waldron explained the process of appointing Ms. Dugger to the Board. Upon a motion duly made by Director Sheppard, seconded by Director Freddo, and, upon vote, unanimously carried, the Board appointed Ms. Dugger to the Board. Director Sheppard then administered the Oath of Office.

**Election of Officers:** The Board determined the following slate of officers:

President – Paul Sheppard  
Treasurer – Nicholas Freddo  
Secretary – Cheryl Berg  
Assistant Secretary – Elizabeth Dugger

Upon a motion duly made by Director Sheppard, seconded by Director Berg, and, upon vote, unanimously carried, the Board approved the slate of officers.

### OTHER BUSINESS

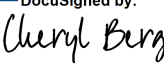
**Quorum for Next Meeting – July 22, 2021 at 9:00 a.m.:** The Board confirmed a quorum for the July 22, 2021 meeting at 9:00 a.m.

**Other:** None.

### ADJOURNMENT

Upon a motion duly made, and seconded, and, upon a vote, unanimously carried, Director Sheppard adjourned the meeting at 9:35 a.m.

Respectfully submitted,

DocuSigned by:  
  
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Secretary for the Meeting