

# RECORD OF PROCEEDINGS

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## MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE CASTLEWOOD RANCH METROPOLITAN DISTRICT HELD FEBRUARY 16, 2023

A Special Meeting of the Board of Directors (the “**Board**”) of the Castlewood Ranch Metropolitan District (the “**District**”) was duly held on Thursday, the 16th day of February, 2023, at 6:30 p.m. This District Board Meeting was held via video/telephone conference. The meeting was open to the public.

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**Directors In Attendance Were:**

Caryn Johnson  
Max Brooks  
David Mulay

**Also In Attendance Were the Following Consultants:**

David Solin; Special District Management Services, Inc.

Paula Williams, Esq; McGeady Becher P.C.

Steven Peterson; Board Candidate

**PUBLIC  
COMMENTS**

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There were no public comments.

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**DISCLOSURE OF  
POTENTIAL  
CONFLICTS OF  
INTEREST**

**Disclosures of Potential Conflicts of Interest:** The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Director Johnson noted that a quorum was present and requested members of the Board to 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 the statute. Director Mulay disclosed that he is on the Design Review Committee for the HOA. Director Brooks disclosed that he is a member of the Town Council. No additional conflict disclosures were made at the meeting.

**ADMINISTRATIVE  
MATTERS**

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**Agenda:** The Board reviewed for approval, a proposed Agenda for the District's Special Meeting.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Mulay, seconded by Director Johnson and, upon vote, unanimously carried, the Agenda was approved.

**Meeting Location and Posting of Meeting Notices:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's board meeting. The Board determined that the meeting would be held via video/telephone conference.

Mr. Solin reported that notice was duly posted and that no objections to the video/telephonic manner of the meeting or any requests that the video/telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Mulay, seconded by Director Johnson, and upon vote, unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted on the District website as least 24-hours prior to each meeting; and if the website is unavailable notices shall be posted at the corner of Mikelson Boulevard and Lantern Trail, Castle Rock, Colorado 80104.

**Minutes:** The Board reviewed the Minutes of the November 3, 2022 Regular Meeting.

Following discussion, upon motion duly made by Director Mulay, and seconded by Director Johnson and, upon vote, unanimously carried, the Minutes of the November 3, 2022 Regular Meeting were approved.

**Resignation and Appointment of Secretary to the Board:** The Board discussed the resignation of Steve Beck as Secretary to the Board and considered the appointment of David Solin as Secretary to the Board.

Following discussion, upon motion duly made by Director Brooks, and seconded by Director Mulay and, upon vote, unanimously carried, the Board accepted the resignation of Steve Beck as Secretary to the Board and appointed David Solin as Secretary to the Board.

**Board Vacancy:** The Board discussed the vacancies on the Board. As such, eligible elector Steven Peterson was nominated to serve on the Board.

Following discussion, upon motion duly made by Director Mulay and seconded by Director Brooks and, upon vote, unanimously carried, the Board appointed Steven Peterson a vacancy on the Board. The Oath of Office was administered.

**Appointment of Officers:** The Board entered into discussion regarding appointment of officers.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Brooks, seconded by Director Mulay and, upon vote, unanimously carried, the following slate of officers were appointed:

President	Caryn Johnson
Secretary	David Solin
Treasurer	Steven Peterson
Assistant Secretary	Max Brooks
Assistant Secretary	David Mulay

### FINANCIAL MATTERS

There were no financial matters.

### LEGAL MATTERS

There were no legal matters.

### CAPITAL IMPROVEMENTS/ MAINTENANCE MATTERS

**Proposed Roundabout:** Attorney Williams discussed with the Board the proposed roundabout at the intersection of Mitchell Street and Mickelson Boulevard. Attorney Williams was directed to contact Bella Mesa Metropolitan District and discuss the transfer of two tracts on the north of Mickelson Boulevard from the District to Bella Mesa Metropolitan District for the proposed roundabout and to discuss maintenance obligations related to same.

**Tract Maintenance:** Mr. Solin noted that he will provide a draft pond inspection report to the Board during the next Board Meeting. Mr. Solin further noted that a wildfire mitigation report is in progress. Director Johnson discussed the possibility of partnering with the Castlewood Ranch Homeowners Association to utilize goats to graze native grasses as part of wildfire mitigation. Director Mulay discussed pond ownership and maintenance. No action was taken.

### EXECUTIVE SESSION

**Executive Session:** The Board determined an Executive Session was not necessary.

### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Brooks, seconded by Director Mulay and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By:   
Secretary for the Meeting