

## RECORD OF PROCEEDINGS

---

### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE CASTLEWOOD RANCH METROPOLITAN DISTRICT HELD MAY 5, 2022

A Special Meeting of the Board of Directors of the Castlewood Ranch Metropolitan District was duly held on Thursday, the 5th day of May, 2022, at 6:00 p.m. This District meeting was held via conference call. The meeting was open to the public.

---

**Directors In Attendance Were:**

Caryn Johnson  
David Mulay

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

David Solin; Special District Management Services, Inc.

Paula Williams, Esq. and Tim O'Connor, Esq.; McGeady Becher P.C.

Max Brooks; Board Candidate

Steven G. Peterson; Director-elect

**PUBLIC  
COMMENTS**

---

There were no public comments.

---

**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 ARC for the HOA. No additional conflict disclosures were made at the meeting.

---

**ADMINISTRATIVE  
MATTERS**

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

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

## RECORD OF PROCEEDINGS

---

presented.

**Meeting Location:** The Board entered into discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Mulay and, upon vote, unanimously carried, the Board determined that this District Board meeting was held via teleconference. The Board noted that notice of this meeting was duly posted and the Board had not received any objections to the options of the meeting or any requests that the meeting be changed by taxpaying electors within the District's boundaries.

**May 3, 2022 Election:** Mr. Solin noted for the Board that the May 3, 2022 Election was cancelled, as allowed under Colorado law, by the Designated Election Official, because there were no more candidates than positions available on the Board of Directors. Directors Johnson and Peterson were deemed elected to 3-year terms ending in May, 2025 and Director Mulay was deemed elected to a 1-year term ending in May, 2023.

**Appointment of Director:** The Board considered the appointment of Mr. Max Brooks to fill a vacancy on the Board of Directors.

Following discussion, upon motion duly made by Director Mulay, seconded by Director Johnson and, upon vote, unanimously carried, the Board appointed Mr. Max Brooks to fill a vacant position on the Board of Directors.

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

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

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

---

### **FINANCIAL MATTERS**

There were no financial matters to discuss at this time.

---

### **LEGAL MATTERS**

**Bella Mesa Pond Relocation:** Director Johnson provided historical information on the intent and use of the pond and the proposed location of a new detention pond.

## RECORD OF PROCEEDINGS

---

Attorney Williams noted that the District's would not have a financial responsibility to move the pond. No formal action was taken.

**Temporary Road Easement:** Director Johnson provided information regarding a potential easement to the Town over Mitchell Street. Attorney Williams noted that a copy of the easement could be requested when the Town Council schedules a Public Hearing.

**Development Update:** Director Johnson provided information regarding potential development on the Bella Mesa property.

---

### **CAPITAL IMPROVEMENTS/ MAINTENANCE MATTERS**

**Signage Around the Detention Pond:** The Board directed the installation of signs as finalized during the meeting, and directed Attorney Williams to write a letter to CRPD regarding the enforcement request for the detention pond.

---

### **OTHER BUSINESS**

**Optional Redemption Payment:** Mr. Solin updated the Board on the optional redemption payment.

**Wildfire Mitigation:** Director Mulay discussed concerns regarding wildfire mitigation within the District. The Board determined to add this as a discussion item for the next meeting.

---

### **ADJOURNMENT**

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

Respectfully submitted,

By:   
Secretary for the Meeting