

NORTHFIELD METROPOLITAN DISTRICTS

**RECORD OF PROCEEDINGS
MINUTES OF THE JOINT SPECIAL MEETING
OF THE BOARDS OF DIRECTORS OF
NORTHFIELD METROPOLITAN DISTRICTS No's. 1 & 2**

HELD: May 06, 2022, at 9:00 a.m. in person

ATTENDANCE:

The joint special meeting of the Boards of Directors of the Northfield Metropolitan Districts Nos. 1 & 2 (collectively, the "Board") was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

- Jason Sherrill
- Jon Mosier
- Rahul Majumdar

Director Tamara Sherrill and Director Deborah Mosier were absent and excused.

Also present were Eve Velasco, Esq. of White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Guy Johnson, Jackie Johnson, and Shasta Johnson of District Management (via Zoom)

CALL TO ORDER:

Director Jason Sherrill called the meeting to order at 9:07 a.m.

QUALIFICATION OF BOARD MEMBERS:

Mr. Johnson reported that all the Board members are registered to vote in Colorado and are residents and/or owners or contracted of taxable real or personal property within the Districts.

DISCLOSURE OF POTENTIAL CONFLICT OF INTEREST:

Mr. Johnson discussed the state law requirements for disclosure of potential conflicts of interest with the directors, noting that completed disclosure statements were filed for each of the Directors with the Secretary of State and with the District at least 72 hours prior to a meeting in which a potential conflict may arise. All board members affirmed that there were no changes to their conflicts of interest disclosures since the Secretary of State filings.

APPROVAL OF AGENDA:

The Board reviewed the agenda,
Upon motion was made by Director Jason Sherrill and seconded by Director Jon Mosier and unanimously carried to approve the agenda as presented.

PUBLIC COMMENTS:

Board member Director Jason Sherrill opened the Public Comment portion of the meetings, and seeing no public present this portion of the meeting was closed.

APPROVAL OF MINUTES:

The meeting minutes of February 24, 2022, meeting was presented and discussed,
Upon motion made by Director Jason Sherrill, and seconded by Director Jon Mosier and unanimously carried to approve the meeting minutes of February 24, 2022.

LEGAL MATTERS:

Adoption of Resolution Concerning Imposition of Operation Reserve Fee:

Ms. Velasco presented the Resolution Concerning Imposition of Operation Reserve Fee to the Board and with no further discussion

Upon motion duly made by Director Jason Sherrill and seconded by Director Jon Mosier, and unanimously carried to approve the Resolution Concerning Imposition of Operation Reserve Fee.

FINANCIALS:

Mrs. Johnson reviewed with the Board the expenditures for February 2022 through April 2022 totaling \$35,325.62

Upon motion duly made by Director Jason Sherrill and seconded by Director Jon Mosier, and unanimously carried; the Board approved the payables for February 2022 through April 2022 totaling \$35,325.62.

Consider Approval of District Fee schedule with Update to Operations Reserve Fee Reserve Fee:

Mr. Johnson reviewed with the Board the District Fee schedule with Update to Operations Reserve Fee Reserve Fee, Ms. Velasco requested that changes to the fee schedule,

1. Instead of Covenant/Guidelines it should be Rules & Regs/Guidelines Violations
2. Lates Fees, be noted (assessed to HOA)
3. Return check fees be noted (assessed to HOA)

Below is pasted the Fee Schedule with the updated verbiage

| Northfield Metro District Nos. 1 & 2 Fee Schedule | | | | | | |
|--|----------|--|---------|---------|------------|---------------|
| 5/6/2022 | | | | | | |
| District Fees | | | | | | |
| Capital Facilites Fee | \$500.00 | Per closing - Paid by Builder | | | | |
| Admin/Transfer Fee | \$200.00 | Per closing - Paid by seller or buyer | | | | |
| Operation Reserve Fee | \$500.00 | Per initial closing on Lot | | | | |
| Guest Pool Fees | \$ 5.00 | Per guest/per visit | | | | |
| Lost/Replacement FOB Fees | \$ 25.00 | Paid by unit owner per occurrence | | | | |
| Clubhouse Rental Fee | \$350.00 | \$250.00 for first 3 hours, plus \$100.00 cleaning fee | | | | |
| Clubhouse Rental Fee (more than 3 hours) | \$100.00 | Per hour over three hours | | | | |
| Out of District Pool/Clubhouse Family Membership Fees per season | \$500.00 | Per Outside Member Household (see Rules & Regulations for details) | | | | |
| Bulk Rate of 10 or more Pool/Clubhouse Membership Fees per year | \$280.00 | | | | | |
| Fees for Violations of Rules and Regulations | 1st | 2nd | 3rd | 4th | Thereafter | Assess |
| All Rules & Reg/Guideline Violations | Warning | Fine | \$25.00 | \$50.00 | \$50.00 | Every 10 days |
| Deactivate Pool Fob due to Violations | \$25.00 | \$25.00 | \$25.00 | \$25.00 | \$25.00 | Each time |
| Activate Pool Fob due to Violations | \$25.00 | \$25.00 | \$25.00 | \$25.00 | \$25.00 | Each time |
| Certified Letter Mailing | \$30.00 | \$30.00 | \$30.00 | \$30.00 | \$30.00 | Each time |
| Collection process including all collection fees such as Attorney, management, liens, agent and court costs. | | | | | | Actual Cost |
| District work on Rules & Regulations due to changes by others, Attorney & Management fees, copy fees with any court costs. | | | | | | Actual Cost |
| HOA Fees | | | | | | |
| Operation & Maintenance Fee per year (paid to HOA) | \$500.00 | Note: Varies from year to year | | | | |
| Collection Fees (Assessed to HOA, not homeowner) | 1st | 2nd | 3rd | 4th | Thereafter | Assess |
| Late O & M fee (over and every 30 days) (assessed to HOA) | \$25.00 | \$25.00 | \$25.00 | \$25.00 | \$25.00 | Monthly |
| Return check fee/QB return fee (assessed to HOA) | \$40.00 | \$40.00 | \$40.00 | \$40.00 | \$40.00 | Each time |

Upon motion duly made by Director Jason Sherrill and seconded by Director Jon Mosier, and unanimously carried to approve the District Fee schedule with the Update to Operations Reserve Fee, and the changes in verbiage per Ms. Velasco.

Approval of Reimbursement from proceeds of the Mercy closing:

Mr. Johnson reviewed with the Board that the District had received \$200,000.00 from proceeds of the closing with Mercy, after further discussion,

Upon motion duly made by Director Jason Sherrill and seconded by Director Jon Mosier, and unanimously carried to approve the District to reimburse Northfield Land, LLC in the \$160,000.00 of the \$200,000.00 received and hold \$40,000 for District expenditures.

DISTRICT MANAGERS REPORT:

Mr. Johnson stated:

1. **General District items:**
 - a. Periodic checking of job site work.
 - b. Collaborating with Engineer on project work in progress.

2. **Web Site:**
 - a. Keeping web site up as needed and posting as needed.

3. **Clubhouse & Pool:**
 - a. N/A

OTHER MATTERS:

With no other matters before the board, this portion of the meeting was closed.

ADJOURNMENT:

Following no further discussion,

Upon motion duly made by Director Jason Sherrill and seconded by Director Jon Mosier, and unanimously carried; the Board adjourned the joint organizational meeting of the Board of Directors of the Northfield Metropolitan Districts Nos. 1 & 2 at 9:35 a.m.

The foregoing minutes constitutes a true and correct copy of the minutes of the above-referenced meeting and was approved by the Board of Directors of Northfield Metropolitan Districts Nos. 1 & 2.



Guy D. Johnson, Secretary for the Meeting