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RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
PARK UNION BUSINESS IMPROVEMENT DISTRICT
(THE "**DISTRICT**")
HELD
NOVEMBER 2, 2022

A special meeting of the Board of Directors (referred to hereafter as the "**Board**") of the Park Union Business Improvement District was convened on Wednesday, November 2, 2022, at 9:30 a.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:
Christopher S. Jenkins, President
David D. Jenkins, Secretary
Delroy Johnson, Treasurer
Jeffrey Finn, Assistant Secretary

Also, In Attendance Were:
Russ Dykstra, Esq.; Spencer Fane, LLP
Krista Baptist, Josh Miller, Carrie Bartow, and Mallorie Hansen; CliftonLarsonAllen LLP ("CLA")
Kristi Rader, Robert Huls, and Whitley Crow; Nor'Wood Development Group

ADMINISTRATIVE MATTERS

Call to Order and Agenda: The Board called the meeting to order at 10:30 a.m.

The Board reviewed the agenda for the meeting. Following review, upon a motion duly made by Director Johnson, seconded by Director C. Jenkins and, upon vote, unanimously carried, the Board approved the agenda, as presented.

Quorum, Director Qualifications, Disclosure Items: A quorum of the Board was confirmed. The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested 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 statute. No additional conflicts were disclosed at the meeting.

Resignation of Director Russell T. Tutt IV effective October 21, 2022: The Board acknowledged the resignation of Director Russell T. Tutt IV, effective October 21, 2022.

Public Comment: None.

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Minutes from the February 23, 2022 Regular Board Meeting: The Board reviewed the minutes of the February 23, 2022 regular Board meeting. Following review and discussion, upon a motion duly made by Director C. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the minutes from the February 22, 2022 regular Board meeting, as presented.

Resolution Regarding 2023 Annual Administrative Matters: Following review and discussion, upon a motion duly made by Director C. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board adopted the Resolution Regarding 2023 Annual Administrative Matters, as presented.

2023 Operating Plan: Following review, upon a motion duly made by Director C. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board ratified approval of the 2023 Operating Plan, as presented.

2023 Insurance Renewal: Following review and discussion, upon a motion duly made by Director C. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the 2023 Insurance Renewal and authorized membership in the Special District Association for 2023.

Other: None.

FINANCIAL MATTERS

Previous Claims and Current Claims: Ms. Bartow reviewed the previous and current claims with the Board. Following review, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the current claims and ratified approval of the previous claims, as presented.

September 30, 2022 Unaudited Financial Statements: Ms. Bartow reviewed the September 30, 2022 Unaudited Financial Statements with the Board. Following review, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board accepted the September 30, 2022 Unaudited Financial Statements, as presented.

Developer Advance Summary: No action taken.

Public Hearing to Consider Amendment of the 2022 Budget and Resolution to Amend the 2022 Budget: Director C. Jenkins opened the public hearing to consider amendment of the 2022 budget at 10:38 a.m.

It was noted that publication of Notice stating that the Board would consider amendment of the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No

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written objections were received prior to the public hearing. No public comments were received.

Director C. Jenkins closed the public hearing at 10:39 a.m.

Ms. Bartow reviewed the 2022 Budget amendment with the Board. Following review and discussion, the Board determined that an amendment was not needed.

Public Hearing on the Proposed 2023 Budget and Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies: Director C. Jenkins opened the public hearing at 10:40 a.m. to consider the proposed 2023 budget. It was noted that publication of Notice stating that the Board would consider adoption of the 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

Director C. Jenkins closed the public hearing at 10:41 a.m.

Ms. Bartow reviewed the proposed 2023 Budget with the Board. Following review and discussion, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the proposed 2023 Budget and adopted the Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and adopted the Resolution to Set Mill Levies, as presented.

Board Member to Sign the DLG-70 Certification of Tax Levies: Following discussion, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board appointed any Director to sign the DLG-70 Certification of Tax Levies.

Engagement Letter with BiggsKofford to Prepare the 2022 Audit: Following review, upon a motion duly made by Director C. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board engaged BiggsKofford to prepare the 2022 Audit.

Other: None.

LEGAL MATTERS

Resolution Calling a Regular Election for Directors on May 2, 2023, DEO and DEO to Perform All Tasks Required for the Conduct of a Mail Ballot Election: Following review, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board adopted the Resolution Calling a Regular Election for Directors on May 2, 2023, appointed Laura Heinrich as the Designated Election Official ("DEO") and

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authorized the DEO to perform all tasks required for the conduct of a mail ballot election.

Workers Compensation Exclusion Resolution: Following review, upon a motion duly made by Director C. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board adopted the Workers Compensation Exclusion Resolution, as presented.

2023 Agreement Between the District and Landscape Endeavors: Following review, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the 2023 Agreement Between the District and Landscape Endeavors.

2023 Agreement Between the District and Cornerstone Coatings Bridge: Following review, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the 2023 Agreement Between the District and Cornerstone Coatings Bridge.

2023 Agreement Between the District and RK Steel Bridge Skate Shop: Following review, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the 2023 Agreement Between the District and RK Steel Bridge Skate Shop.

Service Agreement with MEI Total Elevator Solutions: Following review, upon a motion duly made by Director Finn, seconded by Director D. Jenkins and, upon vote, unanimously carried, the Board approved the Service Agreement with MEI Total Elevator Solutions.

Other: None.

MANAGER MATTERS

CliftonLarsonAllen LLP Statements of Work for 2023: Following review, upon a motion duly made by Director D. Jenkins, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the CliftonLarsonAllen LLP Statements of Work for 2023, as presented.

Other: None.

OTHER BUSINESS

Other: None.

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ADJOURNMENT

There being no further business to come before the Board at this time, the Board adjourned the meeting at 11:04 a.m.

Respectfully submitted,

By DocuSigned by: David Jenkins 5B54775D758F4FF...
Secretary for the Meeting