

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
MARVELLA METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
FEBRUARY 22, 2021

A special meeting of the Board of Directors of the Marvella Metropolitan District (referred to hereafter as the "Board") was convened on February 22, 2021, at 12:00 p.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:

Tahlia Sayers, President
Craig Corliss, Secretary
Ian Roth, Treasurer
Michael Kark, Assistant Secretary
Dennis Squitieri, Assistant Secretary

Also, In Attendance Were:

Denise Denslow, Celeste Terrell and Nicolas Carlson; CliftonLarsonAllen LLP
Elisabeth Cortese and Suzanne Meintzer, Esq.; McGeady Becher P.C.
Diane Wheeler; Simmons & Wheeler PC
Krista Cratnel, Deb Krasnow, Kelly & Craig Davis; Residents

CALL TO ORDER/ QUORUM

Call to Order/Confirm Quorum: At 12:02 p.m. Attorney Cortese called the meeting to order confirmed the presence of a quorum.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosures of Potential Conflicts of Interest: 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. It was noted by Attorney Cortese that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

ADMINISTRATIVE MATTERS

Agenda: The Board reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Kark, seconded by Director Sayers, and upon vote unanimously carried, the Board approved the Agenda, as presented.

RECORD OF PROCEEDINGS

Public Comment: Deb Krasnow commented on the District's snow removal procedures and requested that staff send out communication to the community regarding the hours of operation.

Minutes of November 16, 2020 Special Meeting: The Board reviewed the Minutes of the November 16, 2020 Special Meeting. Following review and discussion, upon motion duly made by Director Sayers, seconded by Director Roth, and upon vote unanimously carried, the Board approved the November 16, 2020 Special Meeting Minutes, as presented.

FINANCIAL MATTERS

Payment of Claims: Ms. Wheeler reviewed the payment of Claims with the Board. Following discussion, upon motion duly made by Director Kark, seconded by Director Sayers, and upon vote the Board approved the Claims.

Unaudited Financial Statements: Ms. Wheeler reviewed the Unaudited Financial Statements with the Board. Following discussion, upon motion duly made by Director Roth, seconded by Director Sayers, and upon vote unanimously carried, the Board accepted the Unaudited Financial Statements.

Engagement of Hiratsuka & Associated, LLP for 2020 Audit in an amount not to exceed \$4,700: Following discussion, upon a motion duly made by Director Kark, seconded by Director Corliss, and upon vote unanimously carried, the Board approved the engagement of Hiratsuka & Associated, LLP for the 2020 Audit, not to exceed an amount of \$4,700.

LEGAL MATTERS

Snow Removal License Agreement between the District and the City of Centennial: Following discussion, upon motion duly made by Director Squitieri, seconded by Director Roth, and upon vote unanimously carried, the Board approved the Snow Removal License Agreement between the District and the City of Centennial.

Tracts C, D, F, J, K, L, M, N, P, Q, R, S, T, U and V from CCC Holdings, LLC: Attorney Cortese reviewed the Tracts from CCC Holdings, LLC with the Board. The Board will discuss further, following a community walk-through with Century Communities.

Engagement of Otten Johnson Robinson Neff & Ragonetti PC for Special Legal Services: Attorney Cortese reviewed Engagement of Otten Johnson Robinson Neff & Ragonetti PC for Special Legal Services with the Board. Director Sayers requested a phone call with legal counsel to discuss further.

Executive Session to obtain legal advice on certain property matters subject to Sections 24-6-402(4)(a) and (b), C.R.S., if necessary: An Executive Session was not needed.

RECORD OF PROCEEDINGS

COMMITTEE REPORTS/ UPDATES

Social Committee: The Board discussed the Social Committee.

Pool Committee: The Board discussed the Pool Committee. Director Corliss reported that the Committee continues to track the public health regulations in advance of pool season. Director Corliss will work with staff to provide a recommendation at the May meeting

Traffic and Safety Committee: The Board discussed the Traffic and Safety Committee. Director Sayers updated the Board on the progress made after the vehicular theft last week. The Board will schedule a Special Meeting to discuss options.

Landscape Committee: The Board discussed the Landscape Committee.

COVENANT ENFORCEMENT/ DESIGN REVIEW

Parking Rules and Regulations Update: Ms. Denslow provided the Board with an update on the Parking Rules and Regulations.

Covenant Enforcement Update: Ms. Denslow provided the Board with an update on Covenant Enforcement.

Design Review Committee (DRC) Update: Ms. Terrell provided the Board with a Design Review Committee (DRC) Update, noting that there have been four approved Design Review Requests and ten Violation Letters were mailed out since the last Board Meeting.

MANAGER MATTERS

Draft Reserve Study Report prepared by Aspen Reserve Specialties, LLC: Director Roth suggested that Board Members take seven days to review the Study Report prepared by Aspen Reserve Specialties, LLC and report back to staff.

North Retention Clean Up Proposal for \$1,970, the South Retention Clean Up Proposal for \$3,565 and the Wall Repair Proposal in Locations for \$320 from Arrowhead Landscape Services: Ms. Denslow reviewed the proposal with the Board. Following discussion, upon motion duly made by Director Roth, seconded by Director Sayers, and upon vote unanimously carried, the Board approved the North Retention Clean Up Proposal for \$1,970, the South Retention Clean Up Proposal for \$3,565 and the Wall Repair Proposal in locations for \$320 from Arrowhead Landscape Services.

OTHER BUSINESS

Other: Ms. Denslow reviewed a proposal from Brightview with the Board for landscaping and snow removal services. Following discussion, upon motion duly made by Director Kark, seconded by Director Sayers, and upon vote unanimously carried, the Board moved to terminate the current Arrowhead contract and engage Brightview for landscaping and snow removal services,


RECORD OF PROCEEDINGS

upon review and approval from the Landscaping Committee.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 1:07 p.m.

Respectfully submitted,

By  DocuSigned by:
77F15DEC1AFF478...
Secretary for the Meeting

Certificate Of Completion

Envelope Id: 9284A3503FD246098F3DE48BFE72941F

Status: Completed

Subject: Please DocuSign: 2d1 -Marvella MD - Minutes - 02-22-2021.docx

Client Name: Marvella MD

Client Number: 011-044734-OS00-2021

Source Envelope:

Document Pages: 4

Signatures: 1

Envelope Originator:

Certificate Pages: 4

Initials: 0

Sandy Brandenburger

AutoNav: Enabled

220 South 6th Street

Enveloped Stamping: Enabled

Suite 300

Time Zone: (UTC-06:00) Central Time (US & Canada)

Minneapolis, MN 55402

Sandy.Brandenburger@claconnect.com

IP Address: 67.137.57.251

Record Tracking

Status: Original

Holder: Sandy Brandenburger

Location: DocuSign

5/31/2021 1:54:31 PM

Sandy.Brandenburger@claconnect.com

Signer Events

Craig Corliss

craig.corliss@gmail.com

Security Level: Email, Account Authentication
(None)**Signature**

DocuSigned by:

 77F15DEC1AFF478...

Signature Adoption: Pre-selected Style

Using IP Address: 24.104.66.182

Signed using mobile

Timestamp

Sent: 5/31/2021 1:56:10 PM

Viewed: 5/31/2021 2:02:12 PM

Signed: 5/31/2021 2:02:31 PM

Electronic Record and Signature Disclosure:

Accepted: 5/31/2021 2:02:12 PM

ID: fba0a363-97bb-4e6a-8fbb-ad8848a49bf1

In Person Signer Events**Signature****Timestamp****Editor Delivery Events****Status****Timestamp****Agent Delivery Events****Status****Timestamp****Intermediary Delivery Events****Status****Timestamp****Certified Delivery Events****Status****Timestamp****Carbon Copy Events****Status****Timestamp****Witness Events****Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

Hashed/Encrypted

5/31/2021 1:56:10 PM

Certified Delivered

Security Checked

5/31/2021 2:02:12 PM

Signing Complete

Security Checked

5/31/2021 2:02:31 PM

Completed

Security Checked

5/31/2021 2:02:31 PM

Payment Events**Status****Timestamps****Electronic Record and Signature Disclosure**

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from CliftonLarsonAllen LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with CliftonLarsonAllen LLP

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.