# RECORDINGS OF PROCEEDINGS

**MINUTES OF A JOINT REGULAR MEETING OF THE BOARDS OF DIRECTORS OF THE MIRABELLE METROPOLITAN DISTRICT NOS. 1 AND 2 (THE "DISTRICTS") HELD September 10, 2025**

A joint regular meeting of the Boards of Directors of the Mirabelle Metropolitan District Nos. 1 and 2 (referred to hereafter as the "Boards") was convened on Wednesday, September 10, 2025, at 8:30 a.m. This Districts' Board meeting was held via Zoom Teleconference. The meeting was open to the public.

**ATTENDANCE**

Directors In Attendance Were:

District No. 1:
Michele Miller, President
Eric Weinstein, Vice-President – Absent and Excused
Jennifer Hepp, Treasurer
Thomas Schriefer, Secretary – Absent and Excused
Jessica McDonagh, Assistant Secretary

District No. 2:
Michele Miller, President
Wyatt Chadwick, Vice President
Rick Owens, Treasurer
Tom Burbey, Assistant Secretary
Mac Orlady, Assistant Secretary

Also, In Attendance Were:
Trish Harris and Matt Fegan; WBA, P.C.
Sara Esther, Judy Smeltzer, Victoria Filippi, Ariel Fuqua, Andrea Weaver, Ben McDowell, Lane Melott, and Hannah Wasson; Advance HOA Management
Aaron Clutter; JR Engineering
Sam Newman and Zan Barnette: BrightView Landscape
Ryan McDermed; Shea Homes

**ADMINISTRATIVE MATTERS**

**Call to Order:** Director Hepp called the meeting to order at 8:31 a.m.

**Quorum/ Disclosures of Potential Conflicts of Interest:** Quorums were confirmed for both Boards. The Boards of Directors of the Districts determined to hold joint meetings of the Districts and to prepare joint minutes of action taken by the Districts in such meetings. Unless otherwise noted herein, all official action reflected in these minutes shall be deemed to be the action of both Districts. Where necessary, action taken by an individual District will be reflected in these minutes. The Boards were advised that pursuant to Colorado law, certain disclosures by the Boards' members may be required prior to taking official action at the meeting. Mr. McDowell reported disclosures for those Directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. No additional disclosures were noted. The Boards determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

**Approval of Agenda**: Following discussion, upon motions duly made and seconded, the Boards unanimously approved the Agenda.

**CONSENT AGENDA**

**Approval of Minutes from the Joint Regular Meeting held August 13, 2025:** Director Miller noted a correction to the minutes. Following discussion, upon motions duly made and seconded, the Boards unanimously approved and/or ratified, as appropriate, the Consent Agenda item.

**FINANCIAL MATTERS**

**Consider Approval of Unaudited Financial Statements for period ending July 31, 2025 (District No. 1 & 2):** Ms. Fuqua reviewed the Financial Statements with the Boards. Following review and discussion, upon motions duly made and seconded, the Boards unanimously accepted the Unaudited Financial Statements for the period ending July 31, 2025.

**Consider Approval/Ratification of Payables through July 31, 2025:** Following discussion, upon a motion duly made and seconded, the Board of District No. 1 unanimously approved the payables as presented.

**Discuss 2026 Budget:** Ms. Fuqua reviewed the 2026 budget approval process with the Boards and noted that the first draft of the budget is due to the Boards by October 15th.

**LEGAL MATTERS**

**Consider Approval of Resolution Adopting a District Fence Maintenance Policy:** Ms. Harris provided an overview of the proposed Fence Maintenance Policy. The Board discussed the resolution and requested that additional language be added to specify that, in addition to the Slate SC-102 Behr Deck Plus Solid Color waterproof wood stain, a paint equivalent approved by the District may also be used. Following review and discussion, upon a motion duly made and seconded, the Board of District No. 1 unanimously approved the Resolution Adopting a District Fence Maintenance Policy.

**Discussion Regarding Annual Meeting Notice Requirements:** Ms. Harris reviewed the notice requirements for District annual meetings, noting that annual notices must be sent by mail or email. Following discussion, the Boards agreed to mail notices to each household. In addition, the Boards supported sending an email blast notice. The additional mailing costs will be included in the 2026 budget.

**Discussion Regarding Parking Rules and Regulations - Signage and Authorization Form:** Ms. Harris provided an overview of compliance requirements under recent legislation, including the need for an authorization form to be completed and for tow signs to be posted before vehicles may be towed. At this time, the Board expressed that they do not wish to post tow signs. The Board requested a map of proposed sign locations, and a cost estimate should they decide to move forward with signage in the future if needed. No action was taken.

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**MANAGER MATTERS**

**Manager's Report:** Mr. McDowell presented the Manager's Report to the Directors noting key topics. Director Miller requested to add current contracts and expiration dates to the report.

**Monthly Maintenance Report from BrightView Landscape Development – August:** Mr. Newman and Mr. Barnette presented the report to the Directors noting key topics.

**Accounts for Restrictive Covenant Agreements:** Mr. McDowell reviewed the accounts with the Board. Following review and discussion, upon a motion duly made and seconded by, the Board of District No. 1 unanimously approved sending the Restrictive Covenant Agreements to the owners and escalating violations in accordance with the District Covenant Counsel's recommendations.

**CONSTRUCTION MATTERS**

**Consider Approval of Proposal to Install Breeze Path:** Mr. McDowell provided an overview of the proposal and noted that a social path exists in the proposed location. The Board discussed the installation of a breeze path through the High Line Canal. It was noted that this area is owned by Denver Water, and their approval will be required before any installation can proceed. This item will be reviewed again at the next meeting. No action was taken at this time.

**Consider Change Order from BrightView for Work in Landscape 2024 Areas:** Mr. Clutter provided an overview of the change order. Following review and discussion, upon a motion duly made and seconded, the Board unanimously approved the Change Order from BrightView for Work in Landscape 2024 Areas.

**Review of Park Plans:** Mr. McDermed provided an overview of the park plans for Fun Shade Park, the Landing, and the basketball court. No action was taken.

**Consider Approval of Snow Removal Agreement with BrightView:** Mr. McDowell presented the agreement. Following review and discussion, upon a motion duly made and seconded, the Boards unanimously approved the Snow Removal Agreement with BrightView.

**PUBLIC COMMENT**

Comments were made regarding the park plans and basketball court.

**ADJOURNMENT**

With no further business, upon a motion, seconded and unanimously carried, the Boards adjourned the meeting at 9:57 a.m.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

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Respectfully submitted,

Jessica McDonagh

Mirabelle MD 1 - Secretary for the Meeting

Mac Orlady

Mirabelle MD 2 - Secretary for the Meeting