

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
STERLING RANCH METROPOLITAN DISTRICT NO. 1  
(THE "DISTRICT")  
HELD  
JULY 6, 2023

A special meeting of the Board of Directors of the Sterling Ranch Metropolitan District No. 1 (referred to hereafter as the "**Board**") was convened on Thursday, July 6, 2023, at 10:30 a.m. This meeting was held via teleconference. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Loren Moreland, Director  
Peggy Libbey, Director  
Douglas Stimple, Director

Excused Absence: Director Morley and Director Collins

#### Also, In Attendance Were:

Josh Miller, Korben Heim, Seef Le Roux and Mallorie Hansen;  
CliftonLarsonAllen, LLP ("CLA")  
K. Sean Allen, Esq.; White Bear Ankele Tanaka & Waldron

### ADMINISTRATIVE MATTERS

**Call to Order and Agenda:** Upon a motion duly made by director Stimple, seconded by Director Moreland, the meeting was called to order at 10:32 a.m. Upon a motion duly made by Director Stimple, seconded by Director Moreland and, upon vote, unanimously carried, the Board approved the agenda, as presented.

**Disclosures of Potential Conflicts of Interest:** The Directors present noted for the record that they have financial interests in entities active in developing property within the boundaries of the District, or are employed by such entities, and that such interests may be affected from time to time by actions of the Districts' Board of Directors. In accordance with state law, Attorney Allen reported the written disclosures describing such potential conflicts of interest were filed with the Secretary of State, and the Directors present verbally reaffirmed such disclosures on the record of this meeting. The Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

## RECORD OF PROCEEDINGS

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**Quorum, Location of Meeting and Meeting Notices:** A quorum was confirmed. Upon a motion duly made by Director Moreland, seconded by Director Libbey and, upon vote, unanimously carried, the Board excused the absence of Directors Morley and Collins. It was noted that the meeting was noticed within the District boundaries and posted as required.

**Public Comment:** None.

**Minutes from the May 16, 2023 Regular Board Meeting:** Following review and discussion, upon a motion duly made by Director Stimple, seconded by Director Moreland and, upon vote, unanimously carried, the Board approved the minutes from the May 16, 2023 regular Board meeting, as amended.

### FINANCIAL MATTERS

**Cash and Property Tax Schedules:** Ms. Hansen reviewed the Cash and Property Tax Scheduled with the Board. Following review, upon a motion duly made by Director Moreland, seconded by Director Libbey and, upon vote, unanimously carried, the Board accepted the Cash and Property Tax Schedules, as presented.

**Developer's Public Improvement Construction Cost Reimbursement Application; Engineer & Accountant Cost Certification Report; Approval of Resolution Accepting District Eligible Public Improvement Costs:** Ms. Hansen reviewed the Application, Cost Certificate Report and Resolution with the Board. Following discussion which included acknowledgment that the certified public improvement costs benefit the District, upon a motion duly made by Director Moreland, seconded by Director Stimple and, upon vote, unanimously carried, the Board approved the Developer's Public Improvement Construction Cost Reimbursement Application, Engineer & Accountant Cost Certification Report and the Resolution Accepting District Eligible Public Improvement Costs.

### LEGAL MATTERS

**Termination of 2015 SR Land, LLC Funding and Reimbursement Agreement and 2022 Classic SRJ, LLC Funding and Reimbursement Agreement (D1, D2 and D3):** Attorney Allen reviewed the terminations with the Board noting that District No. 3 is now the coordinating district, has arranged for capital and operational advances from the developers, which eliminates the need for the District to have the 2015 and 2022 agreements. Following discussion, upon a motion duly made by Director Moreland, seconded by Director Libbey and, upon vote, unanimously carried, the Board approved the termination of 2015 SR Land, LLC Funding and Reimbursement Agreement and 2022 Classic SRJ, LLC Funding and Reimbursement Agreement.

### MANAGER MATTERS

None.

## RECORD OF PROCEEDINGS

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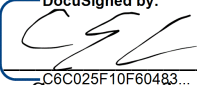
OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Stimple, seconded by Director Moreland and, upon vote, unanimously carried, the Board adjourned the meeting at 10:42 a.m.

Respectfully submitted,

DocuSigned by:  
  
By \_\_\_\_\_  
C6C025F10F60483...  
Secretary for the Board

**Certificate Of Completion**

Envelope Id: D1887A7551D041DE9110E108A97B2DAA	Status: Completed
Subject: SRanchMD 1 : 2024 Annual Administrative Resolution.pdf, Sterling Ranch MD No. 1 2023...	
Client Name: SRanchMD1	
Client Number: A109691	
Source Envelope:	
Document Pages: 15	Signatures: 6
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Kathy Suazo
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Kathy.Suazo@claconnect.com
	IP Address: 207.200.223.146

**Record Tracking**

Status: Original	Holder: Kathy Suazo	Location: DocuSign
1/2/2024 2:29:02 PM	Kathy.Suazo@claconnect.com	

**Signer Events**

James Morley  
 jmorley3870@aol.com  
 manager  
 Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
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 Signature Adoption: Pre-selected Style  
 Using IP Address: 67.164.176.152

**Timestamp**

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 Signed: 1/24/2024 4:27:15 PM

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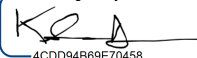
Charles Collins  
 candclandllc@aol.com  
 Member  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
 C6C025F10F60483...  
 Signature Adoption: Drawn on Device  
 Using IP Address: 67.164.176.152  
 Signed using mobile

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Sean Allen  
 sallen@wbapc.com  
 Security Level: Email, Account Authentication (None)

DocuSigned by:  
  
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 Using IP Address: 67.161.200.250

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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
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Carbon Copy Events	Status	Timestamp
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Rose Vallesio rvallesio@wbapc.com Security Level: Email, Account Authentication (None) <b>Electronic Record and Signature Disclosure:</b> Not Offered via DocuSign	<b>COPIED</b>	Sent: 1/25/2024 3:04:06 PM
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Updated	Security Checked	1/2/2024 3:14:20 PM
Certified Delivered	Security Checked	1/25/2024 3:03:55 PM
Signing Complete	Security Checked	1/25/2024 3:04:03 PM
Completed	Security Checked	1/25/2024 3:04:06 PM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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To contact us by email send messages to: [BusinessTechnology@CLAconnect.com](mailto:BusinessTechnology@CLAconnect.com)

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ii. send us an email to [BusinessTechnology@CLAconnect.com](mailto: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..

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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>.

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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.

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- 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.



## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
STERLING RANCH METROPOLITAN DISTRICT NO. 1  
(THE "DISTRICT")  
HELD  
JULY 6, 2023

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### ATTENDANCE

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Loren Moreland, Director  
Peggy Libbey, Director  
Douglas Stimple, Director

Excused Absence: Director Morley and Director Collins

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Josh Miller, Korben Heim, Seef Le Roux and Mallorie Hansen;  
CliftonLarsonAllen, LLP ("CLA")  
K. Sean Allen, Esq.; White Bear Ankele Tanaka & Waldron

### ADMINISTRATIVE MATTERS

**Call to Order and Agenda:** Upon a motion duly made by director Stimple, seconded by Director Moreland, the meeting was called to order at 10:32 a.m. Upon a motion duly made by Director Stimple, seconded by Director Moreland and, upon vote, unanimously carried, the Board approved the agenda, as presented.

**Disclosures of Potential Conflicts of Interest:** The Directors present noted for the record that they have financial interests in entities active in developing property within the boundaries of the District, or are employed by such entities, and that such interests may be affected from time to time by actions of the Districts' Board of Directors. In accordance with state law, Attorney Allen reported the written disclosures describing such potential conflicts of interest were filed with the Secretary of State, and the Directors present verbally reaffirmed such disclosures on the record of this meeting. The Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

## RECORD OF PROCEEDINGS

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**Quorum, Location of Meeting and Meeting Notices:** A quorum was confirmed. Upon a motion duly made by Director Moreland, seconded by Director Libbey and, upon vote, unanimously carried, the Board excused the absence of Directors Morley and Collins. It was noted that the meeting was noticed within the District boundaries and posted as required.

**Public Comment:** None.

**Minutes from the May 16, 2023 Regular Board Meeting:** Following review and discussion, upon a motion duly made by Director Stimple, seconded by Director Moreland and, upon vote, unanimously carried, the Board approved the minutes from the May 16, 2023 regular Board meeting, as amended.

### FINANCIAL MATTERS

**Cash and Property Tax Schedules:** Ms. Hansen reviewed the Cash and Property Tax Scheduled with the Board. Following review, upon a motion duly made by Director Moreland, seconded by Director Libbey and, upon vote, unanimously carried, the Board accepted the Cash and Property Tax Schedules, as presented.

**Developer's Public Improvement Construction Cost Reimbursement Application; Engineer & Accountant Cost Certification Report; Approval of Resolution Accepting District Eligible Public Improvement Costs:** Ms. Hansen reviewed the Application, Cost Certificate Report and Resolution with the Board. Following discussion which included acknowledgment that the certified public improvement costs benefit the District, upon a motion duly made by Director Moreland, seconded by Director Stimple and, upon vote, unanimously carried, the Board approved the Developer's Public Improvement Construction Cost Reimbursement Application, Engineer & Accountant Cost Certification Report and the Resolution Accepting District Eligible Public Improvement Costs.

### LEGAL MATTERS

**Termination of 2015 SR Land, LLC Funding and Reimbursement Agreement and 2022 Classic SRJ, LLC Funding and Reimbursement Agreement (D1, D2 and D3):** Attorney Allen reviewed the terminations with the Board noting that District No. 3 is now the coordinating district, has arranged for capital and operational advances from the developers, which eliminates the need for the District to have the 2015 and 2022 agreements. Following discussion, upon a motion duly made by Director Moreland, seconded by Director Libbey and, upon vote, unanimously carried, the Board approved the termination of 2015 SR Land, LLC Funding and Reimbursement Agreement and 2022 Classic SRJ, LLC Funding and Reimbursement Agreement.

### MANAGER MATTERS

None.

## RECORD OF PROCEEDINGS

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OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Stimple, seconded by Director Moreland and, upon vote, unanimously carried, the Board adjourned the meeting at 10:42 a.m.

Respectfully submitted,

By   
C6C025F10F60483...  
Secretary for the Board

**Certificate Of Completion**

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Client Number: A109699	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Marlena Brzeska-Cloyd
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Marlena.Brzeska-Cloyd@claconnect.com
	IP Address: 73.3.149.126

**Record Tracking**

Status: Original 12/15/2023 6:15:59 PM	Holder: Marlena Brzeska-Cloyd Marlena.Brzeska-Cloyd@claconnect.com	Location: DocuSign
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**Signer Events**

Charles Collins  
candclandllc@aol.com  
Member  
Security Level: Email, Account Authentication (None)

**Signature**

DocuSigned by:  
  
C6C025F10F60483...  
Signature Adoption: Drawn on Device  
Using IP Address: 146.75.175.1  
Signed using mobile

**Timestamp**

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Viewed: 12/15/2023 6:46:15 PM  
Signed: 12/15/2023 6:46:37 PM

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Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp

Kathy Suazo kathy.suazo@claconnect.com CLA Security Level: Email, Account Authentication (None)	COPIED	Sent: 12/15/2023 6:35:41 PM
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**Electronic Record and Signature Disclosure:**  
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Witness Events	Signature	Timestamp
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<b>Notary Events</b>	<b>Signature</b>	<b>Timestamp</b>
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<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
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Signing Complete	Security Checked	12/15/2023 6:46:37 PM
Completed	Security Checked	12/15/2023 6:46:37 PM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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