

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
MOUNTAIN VISTA METROPOLITAN DISTRICT**

Held December 4th, 2025, AT 2:00 PM

Pursuant to posted notice, the special meeting of the Board of Directors of the Mountain Vista Metropolitan District was held on Thursday, December 4th, 2025, at 2:00 PM via video teleconference.

Attendance

In attendance were Directors:

Autumn Mason, President
Michelle Burcham, Treasurer
Cody Isaacs, Secretary
Eric Stedman, Assistant Secretary

Also in attendance were:

Jak Pattamasaevi, Garder Law, PC
Danielle Daigle-Chavez, WSDM
Matt Wenzlaff, Member of the Public
Lisa, Member of the Public

1. Call to Order: Ms. Daigle-Chavez called the meeting to order at 2:00 p.m.
2. Declaration of Quorum/ Director Qualifications/ Disclosure Matters: Ms. Daigle-Chavez confirmed a quorum was present and all Directors are qualified. Ms. Daigle-Chavez confirmed disclosures of conflict had been filed with the Secretary of State.
3. Approval of Agenda: Ms. Daigle-Chavez presented the Agenda. Director Isaacs moved to approve the agenda; seconded by President Mason. Motion passed unanimously.
4. Public Comment: No Public Comment.
5. Approve Minutes from October 1, 2025, Special Board Meeting and Minutes from November 6, 2025 Annual Meeting: After review, President Mason motioned to approve the minutes from the October 1, 2025 Special Meeting and the Minutes from the November 6, 2025, Annual Meeting as amended to reflect Director Burcham's excused absence at the November 6, 2025 Annual Meeting, seconded by President Mason. Motion passed unanimously.
6. Financial Matters:
 - a. Public Hearing on 2025 Budget Amendment and 2026 Budget Adoption. President Mason motioned to enter into a Public Hearing regarding the 2025 Budget

Amendment and the 2026 Budget Adoption at 2:07 p.m., seconded by Director Isaacs. Motion passed unanimously. There was no public comment. Director Isaacs motioned to exit a Public Hearing on the 2025 Budget Amendment and the 2026 Budget Adoption at 2:09, seconded by President Mason. Motion passed unanimously

- i. Consider adoption of Resolution Amending the 2025 Budget. President Mason motioned to approve the 2025 Budget Amendment as presented, seconded by Director Isaacs. Motion passed unanimously.
- ii. Consider Adoption of Resolution to adopt the 2026 Budget, Appropriating Sums of Money for the 2026 Calendar Year and Certifying Mill Levies. Discussion was had regarding raising the 2026 landscaping budget to \$95,000.00 to accommodate the conveyance of Filing 7 to the District. Discussion was had regarding adjusting the 2026 mill levy up to 40.131 mills for the 2026 Calendar Year subject to Assessment Ratio adjustments. After review, President Mason motioned to Adopt Resolution to Adopt the 2026 Budget, Appropriating Sums of Money for the 2026 Calendar Year and Certifying Mill Levies as presented, subject to final assessed valuation, seconded by Director Isaacs. Motion passed unanimously.
- b. Approve Payables through December 4, 2025. Ms. Daigle-Chavez presented the payables for the period, which are being amended to reflect the addition of invoice number 10619 in the amount of \$6,069.00 from Gardner Law. After review, President Mason motioned to approve the payables as amended, seconded by Director Isaacs. Motion passed unanimously.

7. Legal Matters:

- a. Consider Resignation of Director McCoy. Director Isaacs move to approve the resignation of Director McCoy, seconded by President Mason. Motion passed unanimously.
- b. Consider Appointment of Qualified Individuals to the Board. Mr. Wenzlaff introduced himself and reviewed his interest in joining the BOD of Mountain Vista Metropolitan District. Director Burcham motioned to approve his appointment to the vacancy on the BOD, seconded by President Mason. Motion passed unanimously.
- c. Discuss and Approve the Regular Board Meeting Schedule for 2026. Discussion was had regarding adjusting the Board's regular meeting schedule from quarterly to monthly meetings on the second Thursday of each month at 2 p.m. for 2026. The Board's 2026 Annual Meeting will be held on September 10th at 6 p.m.
- d. Consider Approval of 2026 Annual Administrative Resolution. President Mason motioned to approve the 2026 Annual Administrative Resolution with the addition of the updated 2026 meeting schedule, seconded by Director Isaacs. Motion passed unanimously.
- e. Review and Consider Approval of 2026 Document Request Policy. Director Isaacs motioned to approve the 2026 Document Request Policy as presented, seconded by President Mason. Motion passed unanimously.
- f. Review and Consider Approval of WSDM -Managers 2026 Engagement Letter- 3 proposals. A subcommittee will be formed of President Mason and Director Stedman to be able to negotiate with Ms. Harris on the 2026 WSDM Engagement Letter directly. Discussion was tabled.
- g. Review and Consider Approval of BiggsKofford 2025 Audit Engagement Letter. President Mason moved to approve the BiggsKofford 2025 Audit Engagement Letter, seconded by Director Isaacs. Motion passed unanimously.

- h. Discuss and Consider authorization of 2026 SDA Membership. President Mason moved to approve the authorization of 2026 SDA Membership, seconded by Director Isaacs. Motion passed unanimously.
 - i. Review and Consider Approval of 2026 General Liability Coverage with CSD Pool. Discussion was had regarding the addition of Filings 7 and 8 to the Property and Liability Schedule once they have been conveyed and accepted by the District. President Mason moved to approve 2026 General Liability Coverage with the CSD Pool, seconded by Director Burcham. Motion passed unanimously.
 - j. Review and Consider Approval of Worker's Compensation Coverage with CSD Pool. The Board gave direction to continue carrying Worker's Compensation Coverage with the CSD Pool.
8. Management Matters:
- a. Discuss Tree Wrapping Proposal from Weisburg. Discussion was had regarding proposed cost for tree wrapping of \$1,980.00 as well as not having wrapped trees in the previous year, with no pronounced loss of trees. Direction was given to not wrap trees in 2025.
 - b. Retaining Wall Update. No update provided. The line item will remain on the agenda until the project is complete.
9. Next Meeting: Thursday, January 8th, 2026, at 2 p.m.
10. Adjourn: President Mason motioned to adjourn the meeting at 3:24, seconded by Director Isaacs. Motion passed unanimously.

Submitted By:

Danielle Daigle-Chavez
(Recording Secretary)

THESE MINUTES ARE APPROVED AS THE OFFICIAL DECEMBER 4, 2025, SPECIAL BOARD MEETING MINUTES OF THE MOUNTAIN VISTA METROPOLITAN DISTRICT

Approved By:

Cody Isaacs
Cody Isaacs (Jan 13, 2026 10:04:44 MST)
(Secretary of the Board)






MVMD1: 12.4.25 Meeting Minutes

Final Audit Report

2026-01-13

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