

**PARKWAY CIRCLE METROPOLITAN DISTRICT
AND PARKWAY CIRCLE SUBDISTRICT**

**ANNUAL ADMINISTRATIVE RESOLUTION
(Effective January 1, 2023)**

WHEREAS, the District was organized under the provisions of Title 32, Colorado Revised Statutes, as a special district and is located entirely within the boundaries of, City and County of Broomfield (the “Approving Jurisdiction”); and

WHEREAS, the Board of Directors of the District (the “Board”) has a duty to perform certain obligations to assure the efficient operation of the District; and

WHEREAS, §§ 32-1-101, *et seq.*, C.R.S., requires every District to publish certain legal notices in a newspaper of general circulation in the District; and

WHEREAS, the Directors of a District may receive compensation for their services subject to the limitations imposed by §§ 32-1-902(3)(a)(I) & (II), C.R.S.; and

WHEREAS, pursuant to § 32-1-902(1), C.R.S., every Board shall elect officers of the District; and

WHEREAS, § 24-6-402(2)(c), C.R.S., specifies the duty of every Board to designate a posting place for notices of meetings (which posting place may be website, social media account, or other official online presence of the District), and requires that notice of such meetings be posted at least twenty-four (24) hours prior to said meeting; and

WHEREAS, § 32-1-903, C.R.S., requires that each Board shall meet regularly at a time and in a place to be designated by that Board and requires that notice of such meetings be posted in accordance with § 24-6-402(2).

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE PARKWAY CIRCLE METROPOLITAN DISTRICT AND PARKWAY CIRCLE SUBDISTRICT AS FOLLOWS:

1. The Board designates Broomfield Enterprise as the newspaper of general circulation within the boundaries of the District, or in the vicinity of the District if none is circulated within the District and directs that all legal notices shall be published therein in accordance with applicable statutes.
2. The Board determines that Directors shall not receive compensation for services as Directors, in accordance with §§ 32-1-902(3)(a)(I) & (II), C.R.S.
3. The Board hereby elects the following officers for the District:

Scott Sanders	President
Travis Gillmore	Secretary/Treasurer
Vacant	Assistant Secretary

William I. Tointon
Scott Christiansen

Assistant Secretary
Assistant Secretary

4. The Board designates its website, <https://parkwaycirclemd.com> , as the posting place for notices of meetings pursuant to §24-6-402(2)(c)(III), C.R.S. In the event the notice cannot be posted due to emergency or exigent circumstances, the Board designates the following physical location for posting of meeting notices:

The intersection of Via Varra/Tape Drive and 96th Avenue, City of Broomfield, CO

5. The Board determines to hold regular meetings on second Tuesday of November and March at 2:00 p.m.; by video conference or telephone conference, the notice of which shall include the method or procedure, including the conference number, link, passcode, or other necessary information to allow member of the public to attend.

Whereupon the motion was seconded by Director Tointon, and upon vote, carried unanimously.

ADOPTED AND APPROVED ON NOVEMBER 16, 2022, to become effective as of January 1, 2023.

PARKWAY CIRCLE
METROPOLITAN DISTRICT AND
PARKWAY CIRCLE SUBDISTRICT

DocuSigned by:
Scott Sanders
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Scott Sanders, President

ATTEST:

DocuSigned by:
Travis Gillmore
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Travis Gillmore, Vice President/Assistant Secretary