

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
GREEN GABLES METROPOLITAN DISTRICT NO. 1 (THE “DISTRICT”)  
HELD  
NOVEMBER 13, 2023

A special meeting of the Board of Directors of the Green Gables Metropolitan District No. 1 (referred to hereafter as the “Board”) was convened on November 13, 2023, at 6:00 p.m. This District Board meeting was held at Green Gables Clubhouse, 2139 S. Reed Street, Lakewood, CO 80227 and via Microsoft Teams. The meeting was open to the public.

### ATTENDANCE

Directors In Attendance Were:

JoAnn Zelasko, President  
Krystal Smith, Treasurer  
Paul Bartos, Secretary  
Mark Arreguin, Assistant Secretary

Director Les Steckler, Assistant Secretary was absent and excused.

Also, In Attendance Were:

Denise Denslow, Lindsay Ross and Stephanie Odewumi; CliftonLarsonAllen LLP  
Colin Mielke; Seter & Vander Wall, P.C.  
Leigh Dufresne; BrightView Landscaping  
Sue Robinson, Tom D. and other members of the public

### ADMINISTRATIVE MATTERS

**Call to Order and Agenda:** Upon a motion duly made by President Zelasko, seconded Director Bartos and, upon a vote, unanimously carried, the Board called the meeting to order at 6:01 p.m. and approved the agenda, as amended to add “Discussion regarding Maintenance IGA with District No. 2” and “Discussion regarding Dedication of Public Improvements by Lennar” to the agenda.

**Confirm Quorum, Location of Meeting and Posting of Meeting Notices:**

The Board had been previously advised that pursuant to Colorado law, certain disclosures by the Board members might be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each Board member affirmed their conflicts of interest, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting. The Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act. It was noted posting of meeting notice was confirmed and a posted.

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### CONSENT AGENDA

The Board reviewed the following Consent Agenda items:

- Approve Minutes of the September 11, 2023 Special Meeting
- Approval of BrightView Snow Agreement for 2023-2024

Upon motion duly made by Director Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board approved the Consent Agenda, as presented.

### FINANCIAL MATTERS

**Payment of Claims in the amount of \$71,502.01:** Ms. Ross reviewed the payment of claims with the Board. Following review, upon a motion duly made by President Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board ratified approval of payment of claims in the amount of \$71,502.01, as presented.

**September 30, 2023 Unaudited Financial Statements:** Ms. Ross reviewed the financial statements with the Board, noting the balances in each of the accounts. She stated that property taxes are 98% collected. In the General Fund, the expenditures are under budget. Discussion followed regarding a notation to explain the reduced revenues and expenditures due to water use and water acquisition costs. In the Debt Service Fund, interest income is higher than budget due to increased interest rates. There have been no expenditures in the Capital Project Fund. Following discussion, upon a motion duly made by Director Smith, seconded by Director Bartos and, upon vote, unanimously carried, the Board accepted the September 30, 2023 Unaudited Financial Statements, as presented.

**Public Hearing on Proposed 2024 Budget and Resolution No. 2023-11-01 to Adopt the 2024 Budget and Appropriate Sums of Money and Set Mill Levies:** Upon motion duly made by Director Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board opened the public hearing to consider the proposed 2024 Budget at 6:12 p.m.

It was noted that Notice stating that the Board would consider adoption of the 2024 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

Ms. Ross reviewed the draft budget with the board, noting that the last column is no longer relevant as Proposition HH did not pass. She stated that the assessed valuation increased by 27% from the prior year which allows for some reduction in the Debt Service mill levy. A question was asked as to what will be done to ease the property tax burden, depending on the legislatures

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actions. Ms. Ross noted that the reduction in the Debt Service mill levy helps to reduce this burden. Discussion followed and Mr. Mielke stated that there may be a need for a special meeting should there be action taken that would reduce the revenue. He stated that the bond documents permit for a mill levy float to address reduction in assessed valuation ratios.

Upon motion duly made by Director Zelasko, seconded by Director Smith and, upon vote, unanimously carried, the Board closed the hearing at 6:26 p.m.

The Board continued to review the budget. Discussion followed regarding potential costs related to irrigation repairs as this is the first year the District will be responsible for them. Additionally, the draft budget did not include the final rates from Bancroft Water. Ms. Ross reviewed the proposed mill levy breakdown to confirm the Board's desire to certify the mill levies, as presented, with the reduction in the Debt Service fund rate.

Upon motion duly made by Director Bartos, seconded by Director Smith and, upon vote, unanimously carried, the Board adopted the 2024 Budget, subject to changes in final assessed valuation, receipt of water rates from Bancroft, and finalization of insurance costs.

**District Accountant to Prepare DLG-70 Certification of Tax Levies Form for Certification to the Board of County Commissioners and other interested parties:** Upon motion duly made by Director Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board authorized the District accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

**Engagement Letter with Fiscal Focus Partners to Prepare 2023 Audit:** Upon motion duly made by Director Bartos, seconded by Director Zelasko and, upon vote, unanimously carried, the Board approved the engagement letter with Fiscal Focus Partners to prepare the 2023 Audit.

**District Accountant to Prepare 2025 Budget:** Upon motion duly made by Director Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board appointed the District accountant to prepare 2025 Budget.

**CLA Cash Access:** Ms. Ross reviewed the cash access information in the CLA MSA.

LEGAL  
MATTERS

None.

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### MANAGER MATTERS

**2024 Annual Administrative Resolution:** Ms. Odewumi provided an overview of the Resolution to the Board. Upon motion duly made by Director Zelasko, seconded by Director Smith and, upon vote, unanimously carried, the Board determined that regular meetings will be held at the clubhouse and virtually, and that the annual meeting would be held in November. Any additional meetings will be noticed as special.

**2024 Insurance Renewal:** Director Zelasko informed the Board that she and Director Smith have been working with T. Charles Wilson to expand the property schedule to include items such as the pump house, detention ponds, landscaping, and portions of the bridge. It was confirmed that grass and sidewalks were not added to the property schedule. Discussion followed regarding the process to value the added items and how they may impact the premiums. Upon motion duly made by Director Bartos, seconded by Director Zelasko and, upon vote, unanimously carried, the Board approved 2024 insurance renewal, pending final review and analysis of the insurance committee.

**CliftonLarsonAllen LLP Master Services Agreement and related Statement(s) of Work:** Upon motion duly made by Director Zelasko, seconded by Director Smith and, upon vote, unanimously carried, the Board approved the CLA MSA and related statements of work for 2024.

### DIRECTOR MATTERS

**Maintenance Responsibility Descriptions Between GGMD1 and GGHOA:** Director Zelasko described the draft map that delineates the responsibilities, noting that the description needs to be finalized. The HOA has signed off on the current version. Upon motion duly made by Director Bartos, seconded by Director Smith and, upon vote, unanimously carried, the Board approved this final draft of the map, finalize the description and post on the website.

**Current Status of Acceptance of Public Improvements from Lennar:** Director Zelasko updated the Board on the status, noting that there is still work to be done. The direction is trending in a positive direction, but the quotes from Lennar are not complete. Mr. Mielke continues to work with Lennar to get this to the Board for review. Discussion followed regarding the timeline of upon receipt of formal request for acceptance. The District did not accept the improvements and provided a punch list, and as such, is no longer bound by the 30 day response requirement as it is currently in Lennar's hands.

### OTHER BUSINESS

**Public Comment:** None.

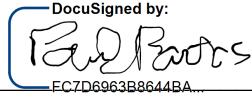
### ADJOURNMENT

There being no further business to come before the Board at this time, upon a

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motion duly made by Director Zelasko, seconded by President Bartos and, upon vote, unanimously carried the meeting was adjourned at 7:18 p.m.

By  EC7D6963B8644BA...  
Secretary for the Meeting