

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
GREEN GABLES METROPOLITAN DISTRICT NO. 1 (THE "DISTRICT")
HELD
NOVEMBER 9, 2022

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 9, 2022, at 1:30 p.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

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

Also, In Attendance Were:

Stephanie Odewumi, Denise Denslow and Lindsay Ross; CliftonLarsonAllen LLP
Colin Mielke; Seter & Vander Wall, P.C.
Leigh Dufresne; BrightView Landscaping
Gary Hawkins; Lennar Homes
Seven (7) members of the public

ADMINISTRATIVE MATTERS

Call to Order and Approval of Agenda: Upon a motion duly made by President Zelasko, seconded by Director Bartos and, upon a vote, unanimously carried, the Board called the meeting to order at 1:31 p.m. and approved 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.

Minutes of August 15, 2022 Special Meeting: The Board reviewed the minutes of the August 15, 2022 special meeting. Upon a motion duly made by President Zelasko, seconded by Director Arreguin and, upon vote, unanimously carried,

RECORD OF PROCEEDINGS

the Board approved the August 15, 2022 Special Meeting Minutes as presented.

Authorize updates to website to meet new legislation deadline of January 2, 2023: The Board authorized the updates to website at a not to exceed amount of \$500.

Discuss and consider approval of 2023 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson Risk Management and authorize membership in the Special District Association: Ms. Odewumi stated that CLA has requested an audit of property coverages be completed by the District's insurance provider, and is anticipated to be scheduled in Q1 2023 to ensure the District's property is fully covered. Following discussion, upon a motion duly made by President Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board approved the District's 2023 insurance renewal and SDA membership.

FINANCIAL MATTERS

Approve and/or ratify approval of payment of claims in the amount of \$182,706.20: Ms. Ross reviewed with the Board. Following review, upon a motion duly made by Director Smith, seconded by Director Bartos and, upon vote, unanimously carried, the Board ratified approval of payment of claims in the amount of \$182,706.20 as presented.

September 30, 2022 Unaudited Financial Statements: Ms. Ross reviewed the September 30, 2022 unaudited financial statements with the Board. Following review, upon a motion duly made by Director Smith, seconded by President Zelasko and, upon vote, unanimously carried, the Board accepted the September 30, 2022 Unaudited Financial Statements.

Conduct Public Hearing to consider amendment of the 2022 Budget. If necessary, consider adoption of Resolution to Amend the 2022 Budget: Ms. Ross informed the Board that a 2022 Budget amendment was not necessary.

Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution No. 2022-11-01 to Adopt the 2023 Budget and Appropriate Sums of Money and Set Mill Levies: Upon a motion duly made by President Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board opened the public hearing at 2:28 p.m.

Owners present inquired about water invoicing and pump house maintenance.

RECORD OF PROCEEDINGS

There being no further public comment, and upon a motion duly made by President Zelasko, seconded by Director Smith and, upon vote, unanimously carried, the Board closed the public hearing at 2:31 p.m.

Ms. Ross proposed two budget options for the Board's review. Following review and discussion, upon a motion duly made by Director Bartos, seconded by Director Smith and, upon vote, unanimously carried the Board adopted the budget, approved the budget resolution, appropriated the budgeted funds, and certified the mill levies as identified below:

- Mill Levies below were adopted subject to adjustment for final AV

	2023
General Fund	16.436
Debt Service	47.253
Total Mill Levy	63.689

- Total Expenditures Requiring Appropriation adopted:
 - General Fund \$537,000
 - Debt Service \$705,000
 - Capital Projects \$70,030

Appointment of Board member to sign the DLG-70 Certification of Tax

Levies: Ms. Odewumi informed the Board of the new procedure this year to have a Board member sign the DLG-70. Following discussion, upon a motion duly made by President Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board appointed Director Smith to sign the DLG-70 Certification of Tax Levies.

Consider appointment of District Accountant to prepare 2024 Budget:

Upon a motion duly made by Director Bartos, seconded by Director Smith and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare 2024 Budget.

Engagement of Fiscal Focus Partners LLC to prepare the 2022 Audit:

Upon a motion duly made by Director Bartos, seconded by Director Smith and, upon vote, unanimously carried, the Board approved the engagement of Fiscal Focus Partners LLC to prepare the 2022 Audit at a not-to-exceed amount of \$6,000, pending receipt and review of engagement letter by legal counsel.

Other: None.

LEGAL
MATTERS

Adoption of Resolution No. 2022-11-02 Calling a Regular Election for Directors on May 3, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election: Mr.

{00646101}

RECORD OF PROCEEDINGS

Mielke reviewed the 2023 Election process with the Board. Following review, upon a motion duly made by President Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-11-02 Calling a Regular Election for Directors on May 3, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election.

Notice and Public Hearing regarding Participation in FAMLI Program:

Mr. Mielke updated the Board regarding the Colorado FAMLI Act and his discussions with Director Smith regarding the inapplicability of the Act to the District because the District does not have any employees and board members are not compensated for their service as board members. The Board discussed the Act and determined no action was needed due to it not being applicable to the District.

Other: None.

**MANAGER
MATTERS**

Update on Irrigation Line Sediment: Source was not the pump filters; no changes needed to pump maintenance/inspection contract: An update on the irrigation line sediment was provided to the Board.

Lennar Status update to be provided by Lennar representatives: Mr.

Hawkins from Lennar was present and informed the Board that Lennar is eager to convey public improvements to the District. Mr. Hawkins stated that Lennar will create a list of public improvements that it will present to the Board and he anticipates being ready in June to convey improvements that are accepted by the District. Lennar will be completing a third party audit of the irrigation system in spring 2023. A punch list is being finalized from landscaping walks conducted and will be shared. Additionally, Lennar will honor a one-year warranty on new plant installations only.

Approval of CliftonLarsonAllen 2023 Statements of Work: Ms. Odewumi reviewed CliftonLarsonAllen's 2023 Statements of Work with the Board. Following review, upon a motion duly made by President Zelasko, seconded by Director Arreguin and, upon vote, unanimously carried, the Board Approved the CliftonLarsonAllen LLP 2023 Statements of Work as presented.

Approval of BrightView Snow Removal Agreement for 2023: Ms. Dufresne reviewed the 2023 snow removal agreement with the Board. Following review and discussion, upon a motion duly made by President Zelasko, seconded by Director Bartos and, upon vote, unanimously carried, the Board approved the BrightView Snow Removal Agreement for 2023, subject to an update of a 4" threshold added to the agreement.

