

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PARKER HOMESTEAD METROPOLITAN DISTRICT (THE “DISTRICT”) HELD OCTOBER 11, 2022

A Regular Meeting of the Board of Directors of the Parker Homestead Metropolitan District (referred to hereafter as “**Board**”) was convened on Tuesday, October 11, 2022, at 2:30 p.m. The District Board meeting was held via conference call. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

James E. Marshall
Thomas J. Brinkman II
Lisa S. Brinkman

Also In Attendance Were:

Ann E. Finn; Special District Management Services, Inc.
Suzanne Meintzer, Esq; McGeady Becher P.C.
Eric Weaver and Cheri Curtis; Marchetti & Weaver, LLC

Members of the Public in Attendance:

Betty Caveny

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State.

It was noted that a quorum was present, and Attorney Meintzer requested members of the Board to disclose any potential conflicts of interest regarding any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. Attorney Meintzer noted that conflict disclosure statements were filed for all Directors with the Colorado Secretary of State by the statutory deadline. No additional conflicts were disclosed at the meeting.

ADMINISTRATIVE MATTERS

Agenda: Ms. Finn distributed for the Board’s review and approval a proposed agenda for the District’s Regular Meeting.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director L. Brinkman and, upon vote, unanimously carried, the agenda was approved.

Meeting Location/Manner and Posting of Meeting Notice: The Board discussed the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The District Board determined to conduct the meeting by conference call.

Ms. Finn reported that notice was duly posted and that no objections to the telephonic manner of the meeting or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.

June 7, 2022 Meeting Minutes: The Board reviewed the Minutes of the June 7, 2022 Special Meeting.

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director Marshall, upon vote, unanimously carried, the Minutes of the June 7, 2022 Special Meeting were approved.

Appointment of Shelley Marshall to the Board of Directors: The Board deferred discussion.

Resolution No. 2022-10-01 Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices: Ms. Finn discussed with the Board Resolution No. 2022-10-01 Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

The Board determined to meet at 2:30 p.m. on June 6, 2023, and October 10, 2023, via Zoom Meeting.

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director L. Brinkman and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-10-01 Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

§32-1-809, C.R.S., Requirements (Transparency Notice): The Board discussed §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification for 2023.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Marshall, seconded by Director L. Brinkman, upon vote, unanimously carried, the Board authorized the staff to post the Transparency Notice on the Special District Association Website.

PUBLIC COMMENT There were no public comments.

FINANCIAL MATTERS

Payment of Claims: The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending June 30, 2022	Period Ending July 31, 2022	Period Ending Aug. 31, 2022	Special Payment Aug. 31, 2022
General	\$ 4,502.41	\$ 2,942.42	\$ 2,259.29	\$ 266.24
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 4,502.41	\$ 2,942.42	\$ 2,259.29	\$ 266.24

Fund	Period Ending Sept. 31, 2022
General	\$ 3,175.62
Debt	\$ -0-
Capital	\$ -0-
Total	\$ 3,175.62

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director Marshall and, upon vote, unanimously carried, the Board ratified the approval of the payment of claims as presented.

Unaudited Financial Statements: Mr. Weaver reviewed with the Board the unaudited financial statements through the period ending August 31, 2022.

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director Marshall and, upon vote, unanimously carried, the Board accepted the unaudited financial statements through the period ending August 31, 2022.

2022 Audit Preparation: The Board discussed the engagement of Simmons & Wheeler, PC to perform the 2022 Audit.

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director Marshall and, upon vote, unanimously carried, the Board approved the engagement of Simmons & Wheeler, PC to perform the 2022 Audit, in an amount not to exceed \$5,000.

RECORD OF PROCEEDINGS

Public Hearing on 2022 Budget Amendment: The President opened the public hearing to consider an amendment to the 2022 Budget and discuss related issues.

It was noted that publication of notice stating that the Board would consider an amendment to the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received, and the public hearing was closed.

The Board determined that an amendment to the 2022 Budget was not necessary.

Public Hearing on 2023 Budget: The President opened the public hearing to consider the proposed 2023 Budget and discuss related issues.

It was noted that publication of notice stating that the Board would consider adoption of the 2023 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to or at this public hearing. No public comments were received, and the President closed the public hearing.

Mr. Weaver reviewed the estimated year-end 2022 revenues and expenditures and the proposed 2023 estimated revenues and expenditures.

Following discussion, the Board considered the adoption of Resolution No. 2022-10-02 to Adopt the 2023 Budget and Appropriate Sums of Money and Resolution No. 2022-10-03 to Set Mill Levies (14.918 mills in the General Fund and 34.000 mills in the Debt Service Fund, for a total mill levy of 48.918 mills).

Upon motion duly made by Director Marshall, seconded by Director L. Brinkman and, upon vote, unanimously carried, the Resolutions were adopted, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2022, and further subject to the approval from the Town of Parker. Ms. Finn was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Douglas County and the Division of Local Government not later than December 15, 2022. Ms. Finn was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2023. Copies of the adopted Resolutions are attached hereto and incorporated herein by this reference.

Developer Reimbursement: The Board discussed a potential reimbursement to the developer, Parker Homestead Investments, LLC (the “Developer”), under the Facilities Acquisition and Reimbursement Agreement (“FARA”).

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director L. Brinkman and, upon vote, unanimously carried, the Board approved the reimbursement to the Developer, in the amount of \$195,000 under FARA.

DLG-70 Mill Levy Certification Form: The Board considered authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director L. Brinkman and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3: The Board reviewed Resolution No. 2022-10-04 Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3.

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director L. Brinkman and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-10-04 Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3, subject to authorization from the Town of Parker.

2024 Budget Preparation: The Board discussed the preparation of the 2024 Budget.

Following discussion, upon motion duly made by Director T. Brinkman, seconded by Director L. Brinkman and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2024 Budget.

LEGAL MATTERS

Resolution to Call the May 2, 2023 Regular Election: The Board discussed the upcoming election and Resolution No. 2022-10-05 to Call the May 2, 2023 Regular Election.

Following discussion, upon motion duly made by Director L. Brinkman, seconded by Director T. Brinkman and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-10-05 to Call the May 2, 2023 regular Election and appointed Ann Finn as the Designated Election Official and authorized her to perform all

RECORD OF PROCEEDINGS

tasks required for the May 2, 2023 Regular Election of the Board of Directors for the conduct of a mail ballot election. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

Conveyance of Property to the Heirloom Owners Association: The Board deferred discussion.

OPERATIONS AND MAINTENANCE

Request from the Town of Parker concerning Trail Maintenance: The Board discussed various requests received from residents concerning trail maintenance. Director Marshall addressed the homeowner in attendance regarding trail maintenance and noted the Town of Parker believes the Heirloom Homeowners Association (the “**HOA**”) is responsible for the trail maintenance.

Cost Estimates from BrightView Landscape Services, Inc. for Mowing and Weed Control Services: Following discussion, it was determined that the HOA is responsible for trail maintenance. It was also noted the District does not have the authority to provide operation and maintenance services, per the District’s Service Plan. No action was taken.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director T. Brinkman, seconded by Director Marshall and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: *Lisa Jacoby*
Secretary for the Meeting