

## RECORD OF PROCEEDINGS

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### MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE GREENSPIRE METROPOLITAN DISTRICT NO. 2

Held: Wednesday, November 1, 2023, at 6:30 p.m., at Windsor Community Recreation Center, 250 N. 11<sup>th</sup> Street, Windsor, Colorado 80550.

#### Attendance

A special meeting of the Board of Directors of the Greenspire Metropolitan District No. 2 was held and the following Directors, having confirmed their continued qualification to serve on the Board, were in attendance:

James Hogue, President  
John Hall, Secretary  
Dave Carlson, Assistant Secretary

Absent: Joshua Kinabrew (absence excused).

Also, in attendance were: Colin B. Mielke, Seter & Vander Wall, P.C.; Hanna Barker, AdvanceHOA; Ann Eldridge, Eldridge CPA; and various members of the public.

#### Call to Order and Declaration of Quorum

The meeting was opened and it was noted that a quorum of the Board was in attendance.

#### Disclosure Matters

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, which had been disclosed and filed with the Colorado Secretary of State, 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.

Director Hogue reported that he is a property owner in the District. This disclosure is associated with approval of items on the agenda which may affect his interests.

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Director Carlson reported that he is a property owner in the District. This disclosure is associated with approval of items on the agenda which may affect his interests.

Director Hall reported that he is a property owner in Greenspire Metropolitan District Nos. 1, 2, and 3. He is a manager at Lot Holding Investments, LLC. He is the son of Mr. Bret Hall, who is a Director on Greenspire Metropolitan District Nos. 1 and 3. This disclosure is associated with the approval of items on the agenda which might affect his interests

Written disclosures of these interests, including disclosures for Director Kinabrew, had been filed with the Secretary of State prior to the meeting.

### Minutes

The Board reviewed the minutes of the special meeting held July 27, 2023. Upon motion made, seconded and unanimously carried, the Board approved the minutes for the meeting as presented.

### Public Comment

The meeting was opened for public comment. There being no comments from members of the public, the public comment period was closed.

### Financial Matters

#### – Financial Report / Payment of Claims

Ms. Eldridge presented the Board with District unaudited financial reports through September 30, 2023, an expense report detail as of September 30, 2023, and a payment of claims report from July 11 through October 6, 2023.

The Board discussed invoices from Above All Plumbing in the approximate amount of \$7,000, noting that the invoices would not be paid because they were for parts not needed by the District. The parts will be returned to Badger Meter by Jared of Above All Plumbing. Ms. Barker recommended holding an operations meeting with Jared at Above All Plumbing to determine procedures for future meters orders going forward.

Director Carlson noted that numerous property owners have had questions regarding water metering and billing. Ms. Barker confirmed that AdvanceHOA will collect water billing

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payments and will provide options for payment by check and online. Ms. Barker confirmed AdvanceHOA will perform the billing for 2023 and provide monthly status updates to the Board.

Mr. Bruce Laymon addressed the Board, noting that he received two invoices for water usage this summer—the first invoice was accurate and the second invoice erroneously charged him for 1.1 gallons instead of the 11,000 gallons he used. Ms. Barker recommended the Board obtain billing software to ensure the accuracy of future water service billing, and stated she will obtain quotes for review at a future meeting.

After review and discussion, and upon motion made, seconded and unanimously carried, the Board accepted the financial report and ratified the payment of claims as presented.

The Board reviewed the payment of claims report and Ms. Eldridge described the services provided by the various contractors on the report.

– 2022 Audit  
Exemption

Ms. Eldridge presented the Board with the 2022 audit for District No. 1 and an application for exemption from 2022 audit for District No. 2. After review and discussion, and upon motion made, seconded and unanimously carried, the Board ratified the application for exemption from 2022 audit.

– Election of Officers

Mr. Mielke informed the Board that the election of a Board Treasurer is required under the Special District Act. Upon motion made, seconded and unanimously carried, the Board elected Director Kinabrew as Board Treasurer.

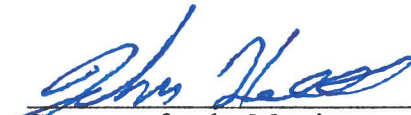
Public Hearing re 2024  
Budget

Ms. Eldridge presented the Board with a proposed 2024 budget and budget resolution. The public hearing on the 2024 budget was opened. Director Carlson expressed his frustration that trees along Hollister Road have not been planted, despite discussion regarding this matter at numerous board meetings. The Board determined to include tree replacement in the budget for 2024. There being no additional comments from the Board or members of the public, the public hearing was closed. Upon motion made by Director Hogue, seconded by Director Hall and unanimously carried, the Board voted to adopt the 2024 budget as discussed, approve the budget resolution, appropriate

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- the budgeted funds, and certify the mill levies as set forth in the budget.
- Manager Report
- Management Contract  
Ms. Barker presented the Board with a management contract with AdvanceHOA. After review and discussion, and upon motion made, seconded and unanimously carried, the Board approved the contract as presented.
  - District Website  
Ms. Barker discussed transition of the District's website from the prior management company's website to Streamline. The Board noted that it would like the website to include a way for property owners to submit comments and questions to the District's manager.
  - Management Transition Update  
Ms. Barker updated the Board regarding transition from the District's prior management company to AdvanceHOA. The Board noted that the District manager will need to obtain snow removal quotes for Board consideration.
- Legal Matters
- Mr. Mielke presented the Board with an annual report for 2022. After review and discussion, and upon motion made, seconded and unanimously carried, the Board ratified the 2022 annual report as presented.
- Other Matters
- Discussion regarding Dead Trees  
The Board discussed warranties on trees within the District and it was confirmed that there are no existing warranties on trees within the District.
- Adjournment
- There being no other business to come before the Board, the meeting was adjourned at approximately 7:30 p.m.

  
Secretary for the Meeting