

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF

VILLAGE EAST METROPOLITAN DISTRICT NO. 3

Held: November 11, 2021, at 6:00 P.M.

The meeting was held via teleconference.

Attendance

The special meeting of the Board of Directors for the Village East Metropolitan District No. 3 was called and held in accordance with the applicable laws of the State of Colorado. The following Directors, having confirmed their qualification to serve, were in attendance:

Jaelyn Adkins
Jeffrey Place

Also present: Zachary P. White, Esq., White Bear Ankele Tanaka & Waldron, P.C., District General Counsel; Shelly Granger-Blackmon, Advance HOA, District Manager; and, Krista Koenig, Marchetti & Weaver, District Accountant.

Call to Order/Declaration of Quorum

Director Place noted that a quorum of the Board was present and that the Directors had confirmed their qualification to serve, and therefore, called the meeting to order.

Disclosure Matters

Mr. White advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. White reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. White inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda

Mr. White presented the agenda to the Board for consideration. Following discussion, the Board unanimously approved the agenda, as amended to include: "Election of Officers" and "Consider Approval of 2022 Proposal from CLC Landscape,

Inc.” under Manager/Operations Matters.

Election of Officers

The Board engaged in general discussion regarding the Election of Officers. Following discussion, upon a motion duly made and seconded, the Board elected Director Place as President, and Director Adkins as Treasurer/Secretary.

Public Comment

None.

Consent Agenda

Mr. White reviewed the items on the consent agenda with the Board. Mr. White advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and adopted:

- a. April 29, 2021 Minutes
- b. 2022 Annual Administrative Resolution
- c. 2020 Annual Report
- d. 2020 Audit
- e. Quitclaim Deed from Global Asset Recovery (Tract H)

Manager/Operations Matters

Manager’s Report

Consider Approval of 2022 Proposal from CLC Landscape, Inc. for snow removal and landscape services.

Mr. White presented the Proposal from CLC Landscape, Inc. for snow removal and landscape services to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously the Second Addendum to Independent Contractor Agreement (Landscape and Snow Removal Services).

Insurance Matters

Consider Approval of Property and Liability Schedule and Limits

The Board reviewed the current property schedule and limits. Following discussion, upon a motion duly made and seconded, the Board unanimously approved binding coverage for 2022 subject to updates to the current schedule.

Review Property Schedule

Mr. White discussed necessary updates to the property schedule with the Board.

Legal Matters

Consider Approval of Resolution Designating the

Mr. White presented the Resolution Designating the Location of Meetings to the Board for consideration. Following

Location of Meetings discussion, upon a motion duly made and seconded, the Board unanimously approved the resolution.

Consider Approval of Resolution Calling May 3, 2022 Election Mr. White presented the Resolution Calling Election to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the resolution.

Designation of Method for Providing Notice of Call for Nominations The Board discussed the various methods for providing Notice of a Call for Nominations. Following discussion, the Board determined to that in addition to emailing to each registered elector notice of the call for nominations will be provided by publication.

Discuss District Website Requirements Setup NLT January 1, 2023 and Consider Approval of Proposal for Website Creation Services Mr. White discussed the requirements for the creation of a District website with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement with Heather Sosa for creation and ongoing maintenance of a website for the District, subject to Director Adkins' review of contractor's existing websites.

Financial Matters

Consider Approval of Payables/Financials Ms. Koenig indicated that there were no payable to present to the Board. Ms. Curtis presented to the Board current financial reports. Following discussion, upon a motion duly made and seconded the Board unanimously accepted the financials as presented.

Conduct Public Hearing on 2021 Budget Amendment and Consider Adoption of Resolution Amending 2021 Budget It was determined that an amendment was not needed.

Conduct Public Hearing on 2022 Budget and Consider Adoption of Resolution Approving 2022 Budget Director Place opened the public hearing for the 2021 budget for the District. Mr. White noted that notice for the public hearing was made in accordance with the applicable Colorado statutes. No written objections were received prior to the public hearing. After no public comment was made, the public hearing were closed.

Ms. Koenig presented the proposed 2022 budget to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the 2022 budget, subject to revisions discussed. The Board certified 5.559 mills to the General Fund and 33.351 mills to the Debt Service Fund, for collection in 2022.

Consider Auditor Proposals for 2021 Audit Ms. Koenig presented a proposal from Crady Puca & Associates for performance of the 2021 Audit. Following discussion, upon a

motion duly made and seconded, the Board unanimously approved the proposal.


Other Business

None.

Adjournment

There being no further business to come before the Board and following discussion and upon motion duly made, seconded and unanimously carried, the Board determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting


[Jaclyn Adkins \(Apr 27, 2022 10:05 MDT\)](#)

Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 10th day of March, 2022.