

**GREEN GABLES METROPOLITAN DISTRICT NO. 2  
("DISTRICT")**

8390 East Crescent Parkway, Suite 300  
Greenwood Village, CO 80111  
Phone: 303-779-5710  
www.greengablesmd2.org

**NOTICE OF REGULAR MEETING AND AGENDA**

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<b><u>Board of Directors</u></b>	<b><u>Position</u></b>	<b><u>Term Expiration</u></b>
Douglas C. McKinnon	President	5/2023
Michael Pauk	Secretary/Treasurer	5/2023
William Branyan	Assistant Secretary	5/2025
Steve O'Dell	Assistant Secretary	5/2023
Garrett Baum	Assistant Secretary	5/2025

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**DATE:** November 9, 2022

**TIME:** 11:00 a.m.

**LOCATION:** Videoconference via Microsoft Teams

**ACCESS:** You can attend the meeting in any of the following ways:

1. To attend via Microsoft Teams Videoconference, use the following link:  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NmViYTM4NzEtYTdmNi00NDM3LTgxN2UtNTM3MDhiZDFiN2Y2%40thread.v2/0?context=%7b%22Tid%22%3a%24aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NmViYTM4NzEtYTdmNi00NDM3LTgxN2UtNTM3MDhiZDFiN2Y2%40thread.v2/0?context=%7b%22Tid%22%3a%24aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d)
2. To attend via telephone, dial 720-547-5281 and enter the following additional information: Passcode: 394 135 651#

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**I. ADMINISTRATIVE MATTERS**

- A. Present Disclosures of Potential Conflicts of Interest.
- B. Confirm quorum, location of meeting and posting of meeting notice. Approve agenda.
- C. Public Comment: Matters not specifically included on the agenda may be addressed. As a courtesy to others, comments shall be limited to three minutes per person.
- D. Review and consider approval of minutes of the June 8, 2022 regular meeting (enclosure).
- E. Discuss business to be conducted in 2023 and location (virtual and/or physical) of meetings. Schedule regular meeting dates and times and consider adoption of Resolution Establishing Regular Meeting Dates,

Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

- F. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2023 (District Transparency Notice).
- G. Discuss and authorize renewal of the District’s insurance and Special District Association membership for 2023.
  - 1. Discuss and consider increase in Excess Liability coverage limits to \$5M and authorize same, for the amount of \$1,250.00 (enclosure).

## **II. FINANCIAL MATTERS**

- A. Ratify approval of payment of claims in the amount of \$32,023.20 (enclosure).
- B. Review and consider approval of September 30, 2022 Unaudited Financial Statements (to be distributed).
- C. Discuss status of PIF collection.
- D. Conduct Public Hearing to consider amendment of the 2022 Budget. If necessary, consider adoption of Resolution to Amend the 2022 Budget (enclosure).
- E. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures).
- F. Authorize District Accountant to prepare, and appoint Board Member to sign, the DLG-70 Certification of Tax Levies form (“Certification”). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
- G. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan (enclosure).
- H. Consider appointment of District Accountant to prepare 2024 Budget.
- I. Consider approval of Engagement Letter with Fiscal Focus Partners LLC for preparation of 2022 Audit (to be distributed).

### **III. LEGAL MATTERS**

- A. Discuss May 2, 2023 Regular Director Election and consider adoption of Resolution Calling May 2, 2023 Election for Directors, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination Forms are due by February 24, 2023 (enclosure). Discuss the need for ballot issues and/or questions.
- B. Discuss status of wire fraud theft. **Adjourn to Executive Session, if necessary, to receive legal advice on specific legal questions.**
  - 1. Review and consider approval of Engagement Letter with Zavadiil Law Offices, LLC for special counsel services (enclosure).
  - 2. Discuss any required notices.
  - 3. Authorize necessary actions in connection therewith.

### **IV. MANAGER MATTERS**

- A. Consider approval of CliftonLarsonAllen LLP Statement(s) of Work (enclosure).

### **V. OTHER MATTERS**

- A. Review and consider approval of Service Agreement for Cost Verification Services by and between the District and RG and Associates, LLC (enclosure).

### **VI. BOARD MEMBER MATTERS**

- A. Development Updates.
- B. Discuss and confirm quorum for the next Regular Board Meeting on \_\_\_\_\_, 2023 at 11:00 a.m.

### **VII. ADJOURNMENT**

**There are no other regular scheduled meetings in 2022.**