

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

GVR METROPOLITAN DISTRICT

Held: Wednesday, April 20, 2022, at 6:30 P.M. at the GVR Metropolitan District Office, 18650 East 45th Avenue, Denver, Colorado. Also available to the public via Go-To-Meeting.

### Attendance

The regular meeting of the Board of Directors of the GVR Metropolitan District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance:

Tim Camarillo, Chair  
Anthony Noble, Secretary / Treasurer  
William Thomas, Director  
Eric Gravenson, Director  
Lyman West, Director  
Matt Stallman\*, Vice President

Absent: None.

Also in attendance were Micaela Duffy, District Manager, GVR Metropolitan District; and Barbara T. Vander Wall, Seter & Vander Wall\*, P.C., legal counsel.

[\*Participating virtually via Go-To-Meeting.]

### Call to Order

Chair Director Camarillo noted that there is a quorum of the Board with six directors in attendance, and called the regular meeting of the Board of Directors of the GVR Metropolitan District to order.

### Approval of Agenda

The Board reviewed the agenda. Upon motion, second and unanimous vote, the Board approved the agenda as presented.

### Conflict of Interest / 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. Legal

# RECORD OF PROCEEDINGS

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counsel advised that written disclosures of the conflicts of interest previously submitted by the applicable Directors had been filed with the Secretary of State prior to the meeting.

No additional conflict disclosures were announced.

## Public Comment Period:

- Denver Police Dept. There were no representatives present from the Denver Police Department at this time.
- Master HOA There were no comments from the Master HOA at this time.
- CAB There were no comments from the CAB at this time.
- Councilwoman Gilmore's Office There were no representatives from Councilwoman Gilmore's office present for comment.
- Public Comment There was no public comment at this time.

## Approval of Minutes

The minutes of the regular meeting of the Board of Directors held March 16, 2022, were read. Director West stated that he did not recall voting on the salary ranges, as referenced on page 4 of the minutes. Upon motion, second, and unanimous vote, the Board approved the minutes as presented.

## Attorney's Report

Ms. Vander Wall directed the Board members to her written legal report included in the meeting materials. She highlighted proposed bills currently in consideration by the 2022 legislature which may impact the District. The Board discussed the details of House Bill 22-1363, which would prohibit entering into or renewing contracts for covenant enforcement services. The Board considered holding discussions with the HOA regarding a contingency plan to address alternative arrangements in the event such a prohibition were in place.

Ms. Vander Wall noted that the District had cancelled the director election due to not having more candidates than seats available, and that the new terms for Board members will commence in May. Ms. Vander Wall responded to questions regarding term limits applicable to Board members.

## Board Reports:

- February 28, 2022 Financials Director Noble presented the financial report and claims payable for the period ending February 28, 2022, including the financial

# RECORD OF PROCEEDINGS

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overview, and the District's property tax collections. Upon motion, second and unanimous vote, the Board accepted the February financial report as presented.

- March 30, 2022  
Financials

Next, Director Noble presented the financial report and claims payable for the period ending March 31, 2022, including the financial overview, and the District's property tax collections. Upon motion, second and unanimous vote, the Board accepted the March financial report as presented.

- District Manager's  
Report

Ms. Duffy updated the Board on the recent theft of backflow prevention devices that was reported at the last meeting. She noted that the devices are not covered under the District's current policy, as they are not specifically called out on the insurance schedule. After further discussion, it was agreed that Ms. Duffy will request a quote from the Special District Property and Liability Pool, so that the Board may consider whether to add the property to its coverage, taking into consideration the increase in premium, the District's deductible, and the replacement cost coverage.

Ms. Duffy reported on recent media inquiries related to foreclosures and covenant enforcement services. The District participated with the Master HOA in an interview conducted by the attorney general's office, and has responded to media inquiries made under the Colorado Open Records Act.

Director West noted that he had not been able to attend a committee meeting due to inaccurate information provided by District staff.

## Discussion Items / Unfinished Business:

- Parking Lot  
Resurface Contract

Ms. Vander Wall reviewed with the Board the proposed contract for the parking lot resurfacing project. The Board discussed the process for issuance of change orders and inspections, the insurance requirements, and the frequency required for seal coating. It was noted that the contract language and the contractor's proposal amount include the cost of any required permits; but there is also language within the proposal which excludes permit costs. Ms. Vander Wall stated that the intent is to have the contractor be responsible for permit costs, as indicated in the pricing, and advised that the contract language supports this as well. After further discussion, and upon motion, second and vote of five in favor and one against (Director West),

# RECORD OF PROCEEDINGS

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the Board approved the proposed form of agreement with allowance for minor modifications if appropriate.

## Discussion Items / New

### Business:

#### - Personnel Manual

Ms. Duffy stated that a draft of an updated personnel manual has been distributed to the board members showing the proposed changes to be made. The Board determined to hold a special workshop meeting to be able to go over the personnel manual. Ms. Duffy suggested the Board members review the manual and direct questions to her, which can be addressed at the workshop meeting. She will circulate potential dates for the special meeting study session.

## Director Items

Director Camarillo reported that he is applying for a position with the Denver Board of Adjustment.

There were no other director items brought forth at this time.

## Other Business

There was no other business for discussion at this time.

## Adjournment

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at approximately 8:30 p.m.

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Secretary for the Meeting