

# RECORD OF PROCEEDINGS

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

OF THE

GVR METROPOLITAN DISTRICT

Held: Wednesday, November 16, 2022, at 6:30 P.M. at the GVR Metropolitan District Office, 18650 East 45th Avenue, Denver, Colorado. Also available to the public via Zoom.

### 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:

Anthony Noble, President  
Lyman West, Director  
Eric Gravenson, Director  
Matt Stallman, Director  
Tim Camarillo, Secretary/Treasurer  
Joyce Bennett, Director

Absent: William Thomas (absence excused)

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

### Call to Order

Director Noble 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 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.

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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 No other public comments were offered at this time.

## Approval of Minutes

The minutes of the regular meeting of the Board of Directors held October 19, 2022, were read. Following discussion, and upon motion by Director Camarillo, second by Director Gravenson, and unanimous vote (with one abstention by Director Stallman), the minutes were approved as presented.

## Attorney's Report

Ms. Vander Wall directed the Board members to her written legal report included in the meeting materials. She advised that the FAMLI program topics will be presented later in the meeting.

## FAMLI Program / Public Hearing & Resolution

Director Noble opened the public hearing regarding the Family and Medical Leave Insurance (FAMLI) program, and invited comments on participation in the FAMLI program. Ms. Duffy reported that notice of the public hearing had been provided to each of the District's employees, and that she has received comment from one employee stating that the program could be helpful, but that the employee did not have an opinion in favor or against. There were no other comments submitted, and no members of the public or employees in attendance. Director Noble then closed the public hearing.

The Board reviewed and discussed the form of notice that was distributed to the employees. Ms. Duffy noted that participation requires payment of .9% of District wages, which would cost the District approximately \$8,000, shared with the employees with .45% paid by the District and .45% paid by each employee. It was noted that if the District does not participate, FAMLI provides that individual employees may opt-in and self-elect coverage on their

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own. The District may also choose to opt-in at a later time if desired.

After further discussion, and upon motion by Director West, second by Director Gravenson, and unanimous vote, the Board approved the Resolution Declining Participation in the FAMILI Program.

Public Hearing on  
Proposed 2023 Budget

Upon motion, second, and unanimous vote, Director Noble opened the public hearing on the proposed 2023 District budget. There being no members of the public present, the public hearing was closed. Ms. Vander Wall provided the Board with a brief overview on the local government budget process.

Ms. Duffy noted that there were no adjustments made to this budget from the prior draft budget reviewed at the October Board meeting. The District's preliminary assessed valuation for 2023 is \$138,902,160, which reflects a temporary decrease in assessed valuation ratio based on changes in laws. The District's proposed mill levy of 20.094 for 2023 was not changed from 2022.

In response to questions from the last meeting, Ms. Duffy provided details regarding the community garden expenses. The water bill for this year directly attributable to the garden irrigation is \$5,678, which results in a loss of \$2,178 when the irrigation expense is offset against the community garden plot fees paid in the amount of \$81 per plot. The Board discussed whether the District's plot fees should cover all program costs, or if the District should continue to subsidize program costs with other revenue.

The Board discussed the capital outlay, which was defined as items exceeding \$5,000 with a life expectancy of greater than one year, and which includes the District's fence project, a pickup truck, landscaping, and Gator.

After further discussion, and upon motion made by Director Stallman, and a second by Director Camarillo, the Board voted to approve the proposed 2023 budget as presented, appropriate the funds, certify the mill levy at the full rate of 20.094 mills, and approve of the form of resolution which memorializes the actions. It was noted that the Board's approval includes allowance for minor deviations from the preliminary to the final assessed valuation, which the County will provide by December 10, 2022. Director West abstained from voting.

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## Board Reports:

- October 31, 2022  
Financials  
Director Camarillo presented the financial report and claims payable for the period ending October 31, 2022, including the financial overview, and the District's property tax collections. The report includes the increased costs from the retroactive water charges. Upon motion by Director Gravenson, second by Director West and unanimous vote, the Board accepted the October financial report and claims as presented.
  
- District Manager's  
Report  
Ms. Duffy updated the Board with highlights from her manager's report. She reported on the scheduled HVAC work for the installation of the replacement furnace and air conditioning units. In response to a question regarding the Gator, Ms. Duffy noted that Ken has been working with the vendor to get an estimate to be presented to the Board. She noted that he is having difficulty getting responses to the estimate requests. Director West suggested the District procure a Gator that has heat and does not leak.

Discussion Items /  
Unfinished Business: There were no items of unfinished business presented for discussion at this time.

## Discussion Items / New Business:

- Landscape  
Management  
Services Proposals  
Ms. Duffy presented proposals from SavATree and TruGreen lawn care services, including fertilization and weed control. The proposal from SavATree was significantly higher, in the amount of \$53,500, than the proposal from TruGreen, in the amount of \$24,498.00. Ms. Duffy reported on certain problems with the current contractor, BrightView, and noted that Emerald Isle did not respond to the request for a proposal. After further discussion, and upon motion, second and unanimous vote, the Board agreed to move forward with a contract with TruGreen based on the proposal submitted.

Executive Session There were no items presented for executive session at this time.

Director Items Director Gravenson noted that he likes the idea of reading the community garden water on a monthly basis, and requested a copy of the meter readout. Due to the significant size of the meter reading reports, he clarified that a line item on the District's monthly financial report identifying the water and costs for the community garden irrigation would be sufficient.

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Director Gravenson requested that copies of District invoices exceeding \$5,000 be included in the meeting materials. After further discussion, it was determined that the Denver Water bills and the credit card invoicing did not need to be included, but that the legal counsel invoices should be made available to the entire Board for review, and not just to the treasurer and check signers. The Board discussed the appropriate manner of making these invoices available for review, and agreed to circulate the invoice at the meeting in advance of board approvals.

Director Camarillo wished everyone happy holidays.

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 8:50 p.m.

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Secretary for the Meeting