

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING/BUDGET HEARING OF  
THE BOARD OF DIRECTORS OF THE  
NORTH RANGE METROPOLITAN DISTRICT NO. 4  
(THE "DISTRICT")  
HELD  
NOVEMBER 15, 2022

A special meeting/budget hearing of the Board of Directors of the North Range Metropolitan District No. 4 (referred to hereafter as the "Board") was convened on November 15, 2022 at 1:00 p.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

### ATTENDANCE

#### Directors In Attendance Were:

Tim Roberts, President  
Jeff Kappes, Vice-President  
Teresa Kershisnik, Secretary/Treasurer  
Shawn Olsen, Assistant Secretary  
Keith McCann, Assistant Secretary

#### Also, In Attendance Were:

Kristen Beard, Esq.; White Bear Ankele Tanaka & Waldron  
Matt Urkoski, Anna Jones and Shelby Clymer; CliftonLarsonAllen LLP  
("CLA")  
Aaron Clutter; JR Engineering  
Raul Martinez; Reunion Metropolitan District

### ADMINISTRATIVE MATTERS

**Call to order and approval of agenda:** Director Roberts called the meeting to order at 1:02 p.m. Upon a motion duly made by Director Kappes, seconded by Director Roberts and, upon vote, unanimously carried, the Board approved the agenda as presented.

**Disclosures of potential conflicts of interest:** The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted by Attorney Bear that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting

**Quorum/Confirmation of Meeting Location/Posting of Notice:** A quorum was confirmed.

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The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, the Board determined this meeting was conducted via Microsoft Teams and encouraged public participation via Microsoft Teams. The Board further noted that notice providing the time, date and video link information was duly posted and that no objections, or any requests that the means of hosting the meeting be changed by taxpaying electors within the District's boundaries.

**Public Comment:** None.

**Election of Officers:** Following discussion, upon a motion duly made by Director Roberts, seconded by Director McCann and, upon vote, unanimously carried, the Board elected the following officers:

Tim Roberts, President  
Jeffrey Kappes, Vice President  
Teresa Kershisnik, Secretary/Treasurer  
Shawn Olsen, Assistant Secretary  
Keith McCann, Assistant Secretary

### CONSENT AGENDA

#### **Minutes of November 11, 2021 Special Meeting:**

##### **2023 Insurance Renewal:**

##### **2023 Annual Administrative Resolution:**

##### **Resolution Calling May 2, 2023 Election:**

##### **2021 Annual Report:**

##### **Application for Exemption of 2022 Audit:**

##### **Updates to Website to meet the new Legislation Deadline of January 1, 2023:**

Mr. Urkoski reviewed the Consent Agenda with the Board. Following discussion, upon a motion duly made by Director Kappes, seconded by Director Olsen and, upon vote, unanimously carried, the Board approved the Consent Agenda, as presented.

### FINANCIAL MATTERS

**Public Hearing on Amendment to 2022 Budget:** Director Roberts opened the public hearing at 1:22 p.m. to consider the amendment to the 2022 Budget and to discuss related issues.

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It was noted that Notice stating that the Board would consider adoption of the amendment of the 2022 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, Director Roberts closed the public hearing at 1:23 p.m.

Ms. Clymer reported that an amendment to the 2022 budget was not needed.

**Public Hearing on 2023 Budget:** Director Roberts opened the public hearing at 1:24 p.m. to consider the proposed 2023 Budget and to discuss related issues.

It was noted that Notice stating that the Board would consider adoption of the 2023 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, Director Roberts closed the public hearing at 1:25 p.m.

Ms. Clymer reviewed the 2023 Budget with the Board. Following discussion, upon a motion duly made by Director Kershisnik, seconded by Director Kappes and, upon vote, unanimously carried, the Board approved the 2023 Budget and adopted the Resolution Adopting the 2023 Budget, pending clarification from the District Accountant and Board treasurer regarding assessed valuations and associated calculations.

**Board Member to sign the DLG-70 Certification of Tax Levies:** No action taken.

**CliftonLarsonAllen LLP statement(s) of work for 2023:** Ms. Clymer reviewed the statements of work with the Board. Following discussion, no action was taken.

MANAGER  
MATTERS

**Discuss 2023 Regular Meeting Dates [second Thursday of February , May, August and November at 1:00 p.m.]:** Mr. Urkoski discussed the 2023 Regular Board Meeting dates with the Board. The Board agreed to hold the 2023 meetings on the second Thursday of February, May, August and November at 1:00 p.m.

**Other:** None.

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LEGAL  
MATTERS

**Other:** Attorney Bear noted she is retiring and her colleague will be taking over.

ENGINEER  
MATTERS

**Other:** None.

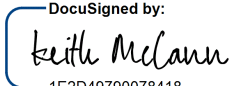
OTHER BUSINESS

**Other:** None.

ADJOURNMENT

There being no further business to come before the Board at this time, Director Roberts adjourned the meeting at 1:36 p.m.

Respectfully submitted,

By    
 DocuSigned by:  
1E2D49790078418...  
Secretary for the Meeting

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Envelope Id: 9A882A79F18B4C51AA787D65FE96C527	Status: Completed
Subject: North Range MD 4 ; Minutes 11-15-2022 (NR4).pdf	
Client Name: North Range MD 4	
Client Number: A523274-OS01-2023	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
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Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
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Kristine Stone kstone@wbapc.com Security Level: Email, Account Authentication (None)	<b>COPIED</b>	Sent: 9/6/2023 1:54:26 PM
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Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/25/2023 4:18:55 PM
Certified Delivered	Security Checked	8/31/2023 4:23:30 PM
Signing Complete	Security Checked	9/6/2023 1:54:25 PM

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