

RECORD OF PROCEEDINGS
OF THE SPECIAL MEETING AND BUDGET HEARINGS OF THE
TABLE MOUNTAIN METROPOLITAN DISTRICT

HELD: Monday, November 7, 2022, at 5:30 p. m., held at the Arbor House, 14600 W. 32nd Avenue, Golden, CO and via teleconferencing:

ATTENDANCE:

A special meeting and budget hearings of the Board of Directors of Table Mountain Metropolitan District was called and held as shown above and in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Heather Greene present (IN PERSON)
Bridget Junkala (by videoconference)
Kenneth Earl (by videoconference)
Ben Moore (by videoconference)
Ryan Tanner (by videoconference)

Also present: Lisa Mayers, District Counsel, Spencer Fane, LLP, (by videoconference/phone); Angela Elliott, District Manager (by videoconference) and Fallon Redmond, Teleos Management (in person); and various members of the public (both present and by videoconference/phone).

CALL TO ORDER:

On behalf of the Board, Director Greene noted that a quorum was present, and the meeting was called to order at 5:39 p.m.

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST:

District Counsel Mayers noted that no disclosures need to be filed.

PUBLIC COMMENT:

Homeowner Mike Thys discussed a large warehouse development that is going through the platting approval process that in his opinion, will significantly impact traffic on McIntyre and curious if District gets involved.

District Counsel Mayers explained residents could take action and could do so either individually or through the homeowners' association.

APPROVAL OF MINUTES:

The Board reviewed the minutes of the special meeting held by the Board of Directors of Table Mountain Metropolitan District on August 25, 2022. Following discussion and upon motion duly made by Director Heather Greene, seconded by Director Bridget Junkala Spann, and unanimously carried, the Board approved the minutes and authorized Director Greene to execute the minutes as constituting a true and correct record of the proceedings of the meeting.

APPROVAL OF AGENDA:

RECORD OF PROCEEDINGS

November 7, 2022

Page 2

Following discussion, upon motion duly made by Director Earl, seconded by Director Greene, upon vote and unanimously carried, the Board approved the agenda as presented.

FINANCIAL MATTERS:

Ratify Payment of Claims. The Board received the Payment of Claims, check #'s 3096 through #5002 totaling \$27,955.98 for claims paid through August 2022 and ending November 2, 2022.

Following discussion, on motion duly made by Director Greene, seconded by Director Earl, and upon vote unanimously carried, the Board ratified the claims through November 2, 2022, in the amount of \$27,955.98.

Financial Statements. District Accountant Simmons distributed the September 30, 2022 Financial Statements and walked the Board through the financials. The General fund as of September 30, 2022, was \$111,708. As of end of September 2022 the Capital fund balance was \$-0- and \$438,175 in the Debt Service Fund. Next Bond interest payment is due December 1, 2021. District Accountant Simmons discussed that all property taxes have been received.

Following discussion, upon motion duly made by Director Greene, seconded by Director Junkala, upon vote and unanimously carried, the Board accepted the financial statement as presented District.

Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolutions to adopt the 2023 Budget, Set Mill Levies and Appropriate Sums of Money. Upon motion duly made by Director Earl, seconded by Director Junkala, upon vote and unanimously carried, the Board authorized District Counsel Mayers to open the public hearing

On behalf of the Board, District Counsel Mayers opened the public hearing to consider the proposed 2023 Budget and discuss related issues.

It was noted that the publication of Notice stating that the Board would consider adoption of the budget and the date, time and place of the public hearing was placed in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

District Manager discussed that the assessed valuation had decreased to \$11,432,237. Further discussion by the Board followed on lowers the mill levy or leaving the mill levy the same for this year.

Homeowner agreed leaving the mill levy the same for this year.

RECORD OF PROCEEDINGS

November 7, 2022

Page 3

No comments were made, and upon motion duly made by Director Junkala, seconded by Director Earl, and upon vote unanimously carried, the public hearing and the public hearing was closed.

Following discussion, the Board considered the Resolutions to adopt the 2023 Budget, Set Mill Levies and Appropriate Sums of Money.

Upon motion duly made by Director Junkala, seconded by Director Earl, upon vote and unanimously carried, the District (1) approved the 2023 budget as presented, (2) approved the appropriation and expenditure of funds as detailed therein, (3) approved and adopted a mill levy of 55.000 mills to be certified by the District for collection in 2023, (4) authorized Director Greene as President to sign the necessary documentation, and (5) directed District Accountant Simmons to submit the certification of tax levy to the Board of County Commissioners of Jefferson County no later than December 15, 2022 and District Manager to file the 2023 budget with the Division of Local Government prior to January 30, 2023.

Conduct Public Hearing on the Amendment to the 2022 Budget.

The Board noted it is not necessary to amend the 2022 Budget.

ATTORNEY ITEMS:

Consider the adoption of Resolution providing Directors Exclusion of Workers Compensation Coverage.

District Counsel Mayers discussed this Resolution is annually adopted.

Following discussion, upon motion duly made by Director Tanner, seconded by Director Earl, upon vote and unanimously carried, the Board adopted the Resolution Excluding Workers Compensation Coverage.

Consider adoption of Resolution calling for 2023 Regular Election.

District Counsel Mayers discussed the upcoming election May 2, 2023, and following discussion, upon motion duly made Director Moore, seconded by Director Earl, upon vote and unanimously carried, the Board adopted the 2023 Regular Election Resolution and appointed Katie Stahl as the Designated Election Official.

Ratify Renewal of Property and Liability Schedule and Limits, SDA membership.

Following discussion, and upon motion duly made by Director Greene, seconded by Director Junkala, upon vote and unanimously carried, the Board approved/ratified the 2023 renewal of Property and Liability insurance.

DIRECTORS ITEMS:

Guidelines for Tree Lawns:

RECORD OF PROCEEDINGS

November 7, 2022

Page 4

Director Greene discussed the draft for revising guidelines. Director Greene will continue to work on the revisions and then present to the Board at the next meeting for adoption.

Keesen items not completed:

Director Junkala discussed items not completed by Keesen. Director Earl, Jerry Spann and Teleos will meet with Keesen to go through the open items and get resolved.

Christmas lights on evergreen trees:

Director Junkala discussed the lights from last holiday are still on the trees. She will get with the HOA and ask them to remove after this holiday season as the lights can mitigate growth of evergreens.

MANAGERS ITEMS:

Manager Elliott introduced Fallon Redmond as the new community manager.

2023 Meeting Dates:

Manager Elliott suggested dates for 2023 meetings.

Following discussion the Board agreed to hold regular meetings on the 1st Monday of February June and November, at 5:30 pm at a location to be designated pending and or via teleconference.

Consider Adoption of 2023 Administrative Resolution: Manager Elliott presented the Resolution concerning 2023 Annual Administrative Matters for Manager, Accountant and Legal Counsel to perform certain tasks on a recurring basis in the operation of the District.

The Board discussed retaining the same newspaper for publications, and online website posting.

Further discussion followed on officers for 2023. Following discussion, upon motion duly made, seconded, upon vote and unanimously carried, the following directors were elected to their respective offices:

Ryan Tanner, President
Ben Moore, Treasurer
Heather Greene, Asst. Sec.
Bridget Junkala, Asst. Sec.
Kenny Earl, Asst. Sec.

Following discussion and upon motion duly made Director Earl, seconded by Junkala and unanimously carried, the Board approved the 2023 Administrative Resolution.

RECORD OF PROCEEDINGS

November 7, 2022

Page 5

Ratification of the 2022-2023 Snow Removal Contract: Manager Elliott presented the 2022-2023 Snow Contract with Keesen for ratification.

Following discussion, and upon motion duly made Director Greene, seconded by Director Earl, upon vote unanimously carried, 2022-2023 Snow Contract with Keesen was ratified.

Davey tree proposal:

Manager discussed she is waiting for the bid from Davey Tree for winter watering and deep root fertilization. Once received, she will poll the board. Last year it was discussed that winter watering is performed every other month.

Detention Pond cleanout:

Manager Elliott discussed the cleanout will be around \$2600 the cleanout was sent to the District from Jefferson County Stormwater and asked for ratification of the work.

Following discussion, upon motion made by Director Greene, seconded by Director Earl, upon vote and unanimously carried, the Board ratified Keesen's cleanout of the detention pond.

Summary of Bids for 2023:

- a. Enhance Entrances
- b. Overseed pipeline (\$4500)
- c. Mulch top dressing (\$4500+)
- d. Tree in pocket park (\$1200)
- e. Rock on Kilmer (non-district property) \$12000

Other Business:

Director Greene encouraged the board members to reach out to homeowners regarding the upcoming election May 2, 2023.

Adjournment:

There being no further business to come before the Board of Directors at this time, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 7:09 p.m.

The foregoing minutes constitutes a true and correct copy of the minutes of the meeting held on November 7, 2022 and was approved by the Board of Directors of the Table Mountain Metropolitan District.

DocuSigned by:
Respectfully Submitted,
Ryan Tanner

787890CA844D48B...
Signed by:

Angela Elliott
Secretary for the Meeting

RECORD OF PROCEEDINGS

SPECIAL MEETING OF THE BOARD OF DIRECTORS TABLE MOUNTAIN METROPOLITAN DISTRICT

HELD: Thursday, August 25, 2022 at 5:30 p. m., via teleconferencing:

<https://us06web.zoom.us/j/81641087799?pwd=NGgvdXIYUWRXYVF4UTdsWWxsM0k4UT09>

ATTENDANCE:

A special meeting of the Board of Directors of The Table Mountain Metropolitan District Jefferson County, Colorado, was called and held in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

Board of Directors

Heather Greene	Videoconference
Ben Moore	Videoconference
Kenny Earl	Videoconference
Bridget Junkala	Videoconference
Ryan Tanner	excused

Angela Elliott (Teleos Management) Videoconference
Gabrielle Gavito (Teleos Management) Video Conference
Marlene Pappas (Teleos Management) Video Conference

Also present by videoconference/phone: Lisa Mayers, District Counsel, and Jerry Spann.

I. ADMINISTRATIVE MATTERS

a. Call to Order

Director Greene noted that a quorum was present for the purpose of conducting a meeting of the Board of Directors of Table Mountain Metropolitan District and the meeting was called to order at 5:39p.m. Upon motion duly made by Director Greene, seconded by Director Earl, and unanimously carried, the Board excused the absence of Director Tanner

b. Present Disclosures of Potential Conflicts of Interest

The Board noted that disclosure statements had been filed on behalf of the members of the Board of Directors with the Office of the Colorado Secretary of State and with the Board of Directors of the District. Upon motion duly made by Director Greene, seconded by Director Junkala, and unanimously carried, the Board directed that said disclosures be incorporated herein. There were no conflicts.

c. Review and Approve Minutes of the July 11, 2022, Meeting

Following discussion and upon motion duly made by Director Greene, seconded by Director Junkala, upon vote and unanimously carried, the Board approved the minutes as correcting who was in person at the July 11, 2022, meeting, and authorized Director Greene to execute the corrected minutes as constituting a true and correct record of the proceedings of the meeting.

Table Mountain Metropolitan District
August 25, 2022, Regular Meeting

d. **Public Comment: None**

II. FINANCIAL MATTERS

a. **Review and ratify the payment of claims**

The Board reviewed the Payment of Claims, check #'s 3091 – 3095 totaling \$6,569.28 have been submitted, approved and paid.

Following discussion, on motion duly made by Director Greene, seconded by Director Earl, upon vote and unanimously carried, the Board ratified the above payment of claims in the amount of \$6,569.28.

b. Financial Report

District Accountants presented the June 2022, financial statements with \$156,512 in the General Fund, \$ 0.00 in the Capital Fund, \$428,116 in the Debt Service Fund

Following discussion, on motion duly made by Director Greene, seconded by Director Junkala, upon vote and unanimously carried, the Board accepted the July 2022, financials as presented.

III. LEGAL MATTERS: None

IV. DIRECTOR MATTERS

a. Discussion and possible approval of Keeson bids (enclosure)

- i. Arbor work \$2,025
- ii. Top dress mulch beds \$4,425
- iii. Clean out concrete catch basins \$665.33
- iv. Regrade areas on Kilmer; southeast of pool and both sides of playground @ \$5,535.01
- v. Installation of VU flow for pocket park \$946.68

Following discussion, upon motion duly made by Director Greene seconded by Director Junkala, upon vote and unanimously carried, the Board approved \$2350.00 to mulch the playground, \$665.33 to clean out the concrete catch basin, \$5535.01 for regrading, \$946.68 for installation of the VU flow for pocket park. Top dress will be addressed in 2023.

b. 2023 Bids of Keeson (enclosure)

- i. 2023 Native Weed control at \$7,673.49
- ii. Overseed native along pipeline \$4,440.74

Following discussion, upon motion duly made by Director Earl, seconded by Director Junkala, upon vote and unanimously carried, the Board approved the bid to overseed along the pipeline and the 2023 native weed control.

Table Mountain Metropolitan District
August 25, 2022, Regular Meeting

- c. Discussion and possible approval on Little Library (enclosure)

Following discussion, the Board decided on the design and placement of the Little Library.

- d. Discussion and possible action on new district website (enclosure)

Following discussion, upon motion duly made by Director Greene, seconded by Director Earl, upon vote and unanimously carried, the Board approved Pueblo Web Design to build the new website.

- e. Discussion and possible action on proposals for 48th and Kilmer fencing and cobble (enclosure)

Following discussion, the Board requested a new bid from Keesen requesting winter pricing and rates for adding rock to the area off Kilmer.

- f. Newsletter and improving communications

Following discussion, the Board agreed to chair this topic for the next meeting.

- g. Street repairs

The Board discussed the quality of the recent street repairs.

V. MANAGER ITEMS

- a. Update on Storm Water Line Break
Manager Elliott updated the Board on the repairs to the Storm Water Line.
- b. Damaged Play Equipment Update
 - i. Parts received schedule for installation
Manager Elliott will attempt to locate the part as well as the tools.
- c. Covenant review

The Board discussed the issue of dead trees within the community both in the front yards as well as the tree lawns.

VI. OTHER BUSINESS

VII. ADJOURNMENT

There being no further business to come before the Board of Directors at this time, upon motion duly made by Director Greene the meeting was adjourned at 7:08 p.m.

The foregoing minutes constitutes a true and correct copy of the minutes of the meeting held on August 25, 2022, and was approved by the Board of Directors of the Table Mountain Metropolitan District.

Table Mountain Metropolitan District
August 25, 2022, Regular Meeting

Respectfully Submitted,

DocuSigned by:

Heather D Greene

F71F4AF3C3C94D7...
President

DocuSigned by:

Angela Elliott

D2F394E77E984B1
Secretary for the Meeting

NEXT REGULAR MEETING AND BUDGET HEARING IS SCHEDULED NOVEMBER 7th, 2022

RECORD OF PROCEEDINGS
REGULAR MEETING
OF THE BOARD OF DIRECTORS
TABLE MOUNTAIN METROPOLITAN DISTRICT

ATTENDANCE:

A regular meeting of the Board of Directors of The Table Mountain Metropolitan District Jefferson County, Colorado, was called and held in accordance with the applicable statutes of the State of Colorado, with the following directors present and acting:

DATE: **Monday, July 11th, 2022 meeting location: 1800 Jackson Street, 2nd floor conference room, Golden, CO 80403**

Join Zoom Meeting

<https://us06web.zoom.us/j/86232204213?pwd=K3FRNXluaHNzUWEwUIRXWm9KSIYdz09>

Board of Directors

Heather Greene	In Person	
Ryan Tanner	In Person	
Ben Moore	Videoconference	
Kenny Earl	In Person	
Bridget Junkala	In Person	
Don Cullen (Teleos Management)	In Person	

Also present by videoconference/phone: Lisa Mayers, District Counsel, Spencer Fane LLP; Simmons & Wheeler District Accountant; and, members of the public.

I. ADMINISTRATIVE MATTERS

a. Call to Order

Director Greene noted that a quorum was present for the purpose of conducting a meeting of the Board of Directors of Table Mountain Metropolitan District and the meeting was called to order **at 5:30 p.m.**

b. Present Disclosures of Potential Conflicts of Interest

The Board noted that disclosure statements had been filed on behalf of the members of the Board of Directors with the Office of the Colorado Secretary of State and with the Board of Directors of the District. Upon motion duly made, seconded, and unanimously carried, the Board directed that said disclosures be incorporated herein.

NONE

c. Review and Approve Minutes of the March 7th, 2022, Meeting

Following discussion and upon motion duly made by Director Greene, seconded by Director Junkala, upon vote and unanimously carried, the Board approved the minutes, of the regular meeting held on March 7th, 2022, and authorized Director Greene to execute the minutes as constituting a true and correct record of the proceedings of the meeting.

Table Mountain Metropolitan District
July 11th, 2022 Regular Meeting

d. Election of Officers

Following discussion of roles and responsibilities and upon a motion duly made by Director Earl, seconded by Director Greene upon vote and unanimously carried, the Directors were appointed to the following offices:

Heather Greene: **President**
Bridget Junkala: **Treasurer**
Kenneth Earl: **Director**
Ryan Tanner: **Vice President**
Ben Moore: **Director**

e. Public Comment

NONE

II. FINANCIAL MATTERS

a. Review and ratify the approval of the payment of claims

The Board reviewed the Payment of Claims, **check #'s 3068 – 3090 totaling \$31,363.13** have been submitted, approved and paid.

Following discussion, on motion duly made by Director Greene, seconded by Director Junkala, upon vote and unanimously carried, the Board ratified the above payment of claims in the amount of \$31,363.13.

b. Financial Report

District Accountants presented the **March 2022**, financial statements with **\$ 79,666** in the General Fund, **\$ 0.00** in the Capital Fund, **\$318,317** in the Debt Service Fund

Following discussion, on motion duly made by Director Greene, seconded by Director Earl, upon vote and unanimously carried, the Board accepted the March 2022, financials as presented.

III. LEGAL MATTERS

NONE

Table Mountain Metropolitan District
July 11th, 2022 Regular Meeting

IV. DIRECTOR MATTERS

- a. Free Little Library Following discussion and upon motion duly made by Director Greene, seconded by Director Moore, upon vote and unanimously carried, the Board approved a budget not to exceed \$500 for the purchase and installation of a Free Little Library. Suggested location for little library on Juniper Way (between W 50th Drive and W 49th Pl. Director Junkala will forward information and quote for a Little Library to Don Cullen (Teleos Mgmt) Mr. Cullen also has a current quote for another little library. A comparison will be provided to board members via email for review and selection of library.
- b. Removal of brush, trees, and maintenance along Croke Canal (northeast side of property). Keesen landscape has provided a quote to remove debris, dead trees, and brush however Director Greene has asked Teleos Management to verify with Jefferson County exactly where district responsibility starts/stops. District will reach out to JeffCo Planning/Zoning for walk to determine property line.
- c. Identify a Fine for ongoing/unresolved covenant violations. Following discussion and upon motion duly made by Director Greene, seconded by Director Junkala, upon vote and unanimously carried, Board identified a fine of \$10 per day (plus legal and management costs) for everyday to be applied to homeowners that fail to cure covenant violation after third (3rd) Final Notice. Failure to resolve, cure, or contact management with a plan to resolve.
- d. Leaning privacy fence located at 15486 W 51st St. and common area pocket park in cul-de-sac on 51st St. Direct feedback from some of the fence repairs companies is that fence will begin to lean again. The clay soil combined with the uneven ground (small slope) will cause the fence to lean again (1 year 2 years maybe more maybe less time) but it is likely the fence will begin to lean. Board has asked management to contact the homeowner and discuss and agreement that the District will pay for the fence repair this one time but moving forward homeowner will have to assume responsibility.

V. MANAGER ITEMS

- a. Management Report
- b. New District Website (www.tablemountainMD.com)
- c. Damaged Play Equipment Update
 - i. Parts received schedule for installation
- d. Fence Repair (repair of 15486 W 51st Ave, Detention Pond repair, 48th dr. Kilmer dead end new fence).
- e. Covenant review (basketball hoops, trash cans, fence stain)

VI. OTHER BUSINESS

NONE

Table Mountain Metropolitan District
July 11th, 2022 Regular Meeting

VII. ADJOURNMENT

There being no further business to come before the Board of Directors at this time, upon motion duly made by Director Greene the meeting was adjourned at 7:32 p.m.

Respectfully Submitted,

DocuSigned by:
Heather D Greene

F74F4AF3C3C94D7...

DocuSigned by:
Angela Elliott

D2E394E77E9B4B1...

Secretary for the Meeting

NEXT REGULAR MEETING AND BUDGET HEARING IS SCHEDULED NOVEMBER 7th, 2022