

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
CHAPEL HEIGHTS METROPOLITAN DISTRICT
(THE "DISTRICT")
HELD
OCTOBER 31, 2022

A special meeting of the Board of Directors of the Chapel Heights Metropolitan District (referred to hereafter as the "Board") was convened on Monday, October 31, 2022, at 9:00 a.m. This District Board meeting was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were

Lee Eisenheim, President
Rich Vorwaller, Secretary
James Byers, Assistant Secretary
Nicole Renner, Assistant Secretary

Director Patrick Jarrett, Treasurer, was absent and excused.

Also, In Attendance Were

Russell W. Dykstra, Esq.; Spencer Fane LLP
Krista Baptist, Josh Miller, John Wojnarowski and Korben Heim;
CliftonLarsonAllen LLP ("CLA")
Emma Smith; Member of the Public

ADMINISTRATIVE MATTERS

Call to Order and Agenda: Upon a motion duly made by Director Byers, seconded by Director Renner and, upon vote, unanimously carried, the Board called the meeting to order at 9:13 a.m.

Following discussion, upon a motion duly made by Director Vorwaller, seconded by Director Renner 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 Dykstra 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.

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Quorum, Location of Meeting and Meeting Notices: a quorum was confirmed. 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. This meeting was conducted via Microsoft Teams and public participation is encouraged via Microsoft Teams. The Board further noted that notice providing the time, date and video link information was duly posted and that no objections nor any requests that the means of hosting the meeting be changed, were received by taxpaying electors within the District's boundaries.

Following discussion, upon a motion duly made by Director Byers, seconded by Director Vorwaller and, upon vote, unanimously carried, the Board excused the absence of Director Jarrett.

Public Comment: None

Minutes from the September 26, 2022 Regular Board Meeting: Following review, upon a motion duly made by Director Vorwaller, seconded by Director Byers and, upon vote, unanimously carried, the Board approved the September 26, 2022 regular meeting Minutes, as presented.

Resolution Regarding 2023 Annual Administrative Matters: Following review, upon a motion duly made by Director Byers, seconded by Director Vorwaller and, upon vote, unanimously carried, the Board adopted the Resolution Regarding the 2023 Annual Administrative Matters, as presented.

2023 Insurance Renewal. Obtain or Maintain Insurance Coverage through the Colorado Special Districts Property and Liability Pool and Membership in the Special District Association: Following review, upon a motion duly made by Director Eisenheim, seconded by Director Byers and, upon vote, unanimously carried, the Board approved the 2023 insurance renewal and adopted the documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and authorized membership in the Special Districts Association.

Other: None.

FINANCIAL MATTERS

Current Claims and Previous Claims: Mr. Wojnarowski reviewed the August 26, 2022 through October 31, 2022 Claims with the Board. Following review, upon a motion duly made by Director Eisenheim, seconded by Director Vorwaller and, upon vote, unanimously carried, the Board approved the current claims and ratified approval of the previous claims.

September 30, 2022 Unaudited Financial Statements: Mr. Wojnarowski reviewed the September 30, 2022 Unaudited Financial Statements with the Board.

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Following review, upon a motion duly made by Director Eisenheim, seconded by Director Vorwaller and, upon vote, unanimously carried, the Board approved the September 30, 2022 Unaudited Financial Statements.

Public Hearing to Consider Amendment of the 2022 Budget. Resolution to Amend the 2022 Budget: Director Eisenheim opened the public hearing on the proposed 2023 Budget at 9:24 a.m.

It was noted that publication of Notice stating that the Board would consider amendment of the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

No public comments were received.

Director Eisenheim closed the public hearing at 9:25 a.m.

Mr. Wojnarowski stated that an amendment to the 2022 budget was needed. Following review, upon a motion duly made by Director Eisenheim, seconded by Director Vorwaller and, upon vote, unanimously carried, the Board adopted the Resolution to Amend the 2022 Budget.

Public Hearing on the Proposed 2023 Budget and Adoption of Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and to Set Mill Levies: Director Eisenheim opened the public hearing on the proposed 2023 Budget at 9:24 a.m.

It was noted that publication of Notice stating that the Board would consider amendment of the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

No public comments were received.

Director Eisenheim closed the public hearing at 9:25 a.m.

Mr. Wojnarowski reviewed the 2023 Budget with the Board. The Board discussed updating the budget line items regarding trash and ADT in the 2023 budget.

Following discussion, upon a motion duly made by Director Vorwaller, seconded by Director Eisenheim and, upon vote, unanimously carried, the Board adopted the Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and to set Mill Levies as the Mill Levies, pending finalization of the mill levies.

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District Accountant to Prepare the DLG-70 Certification of Tax Levies Form for Certification to the Board of County Commissioners and Other Interested Parties: Following discussion, upon a motion duly made by Director Eisenheim, seconded by Director Renner and, upon vote, unanimously carried, the Board authorized the District accountant to prepare the DLG-70 Certifications of Tax Levies Form for Certification to the Board of County Commissioners and other interested parties, as presented.

Board Member to sign the DLG-70 Certification of Tax Levies: Following discussion, upon a motion duly made by Director Eisenheim, seconded by Director Vorwaller and, upon vote, unanimously carried, the Board appointed Director James Byers to sign the DLG-70 when it is prepared.

Statutory Requirements for an Audit. District Accountant or Outside Accountant to Prepare Application for Exemption from Audit for 2022: Attorney Dykstra stated that this will be addressed at a later meeting. No action was taken by the Board.

Other: None

LEGAL MATTERS

Bond Status: Attorney Dykstra provided updates to the Board regarding the status of the bonds. Director Eisenheim will sign the term sheet and present the signed term sheet to Attorney Dykstra. Attorney Dykstra will send a new term sheet to Director Byers and Director Eisenheim.

Resolution Calling a Regular Election for Directors on May 2, 2023, Appoint DEO and DEO to Perform All Tasks Required for the Conduct of a Mail Ballot Election. Ballot Issues and/or Questions: Attorney Dykstra reviewed the Resolution Calling a Regular Election for Directors with the Board. Following discussion, upon a motion duly made by Director Eisenheim, seconded by Director Vorwaller and, upon vote, unanimously carried, the Board adopted the Resolution Calling a Regular Election for Directors on May 2, 2023, as presented, appointed Becky Johnson as the DEO and authorized the DEO to perform all tasks required for the conduct of a mail ballot election.

Other: None.

MANAGER MATTERS

CLA Statement(s) of Work: Mr. Miller reviewed the statement(s) of work with the Board. Following discussion, upon a motion duly made by Director Eisenheim, seconded by Director Byers and, upon vote, unanimously carried, the Board approved the CLA Statement(s) of Work for 2023, as presented.

Community Center: None.

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Covenant Enforcement: None.

Other: None.

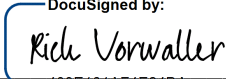
OTHER BUSINESS

Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, Director Eisenheim adjourned the meeting at 9:41 a.m.

Respectfully submitted,

By 
 DocuSigned by:
Rich Vorwaller
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Secretary of the Board