

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF COPPERLEAF METROPOLITAN DISTRICT NO. 4

Held: Tuesday, November 12, 2024, at 10:30 a.m. via Zoom video/telephone conference. The meeting was open to the public.

Attendance

A Regular Meeting of the Board of Directors of the Copperleaf Metropolitan District No. 4, County of Arapahoe, State of Colorado, 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:

Richard A. Frank, President
Marc Cooper, Treasurer
Daniel Frank, Assistant Secretary
Tracy Brooks, Assistant Secretary

Following discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board excused the absence of Director Jonathan Alpert.

Also present were:

Paula Williams, Esq., Kalen Hilliker, Esq., and Craig Sorensen; McGeady Becher Cortese Williams P.C.

Uri Hoffman; Copperleaf MD No. 6

Eric R. Miller; Copperleaf MD Nos 1, 5, 7, 8 and 9

Michael Wolfersperger; Independent District Engineering Services, LLC

Shelby Noble, Katie Cooksey, and Hill Garbo; Piper Sandler & Co. (all for a portion of the meeting)

Disclosure 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 Mr. Sorensen that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no new conflicts of interest were disclosed at the meeting.

Quorum / Meeting Location / Posting of Notices	<p>Mr. Sorensen confirmed the presence of a quorum. 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.</p> <p>The Board determined that the meeting would take place via Zoom video/telephone conference. Mr. Sorensen reported that notice was duly posted on the website of the District, and that no objections to the meeting location or the video/telephonic manner of the meeting, or any requests that the meeting location or video/telephonic manner of the meeting be changed by taxpaying electors within the District boundaries have been received.</p>
Approval of Agenda	<p>The Board reviewed the agenda for the meeting. Following review and discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board approved the agenda, as amended.</p>
2025 Meeting Schedule / Meeting/Posting Resolution	<p>The Board discussed the regular meeting schedule for 2025. Following discussion, the Board determined that regular meetings for 2025 would be scheduled on Tuesday, July 8, 2025 and Tuesday, November 11, 2025 at 10:30 a.m., to be held virtually.</p> <p>Following review and discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board adopted Resolution No. 2024-11-01, Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.</p>
Insurance Coverage and SDA Membership	<p>Following discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board authorized renewal of the District’s insurance coverage and Special District Association (“SDA”) membership for 2025.</p>
Website Accessibility Matters	<p>Mr. Sorensen discussed website accessibility matters and reviewed proposals from website providers with the Board.</p> <p>Following review and discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board authorized the engagement of Streamline Software, Inc. as the District’s new website provider, and authorized</p>

execution of the appropriate agreement. The Board further determined there was no need for the establishment of a website accessibility committee.

Public Comment

There was no public comment.

Presentation from Piper Sandler & Co.

Ms. Noble and Ms. Cooksey presented to the board information regarding a potential refunding of the District's Series 2020 Bonds.

Following discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board authorized Piper Sandler & Co. to move forward with the refunding, established a Bond Committee consisting of Directors D. Frank and Miller, and authorized such Bond Committee to take any necessary actions to proceed with the refunding.

Ms. Noble, Ms. Cooksey, and Mr. Garbo left the meeting at this point.

Consent Agenda

Following review, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board approved the Consent Agenda, as follows:

- Approve minutes of the July 26, 2024 Regular Meeting.
- Consider approval of Change Order No. 4 to Service Agreement for 2021 Recurring Day Porter and Street Sweeping Services between Copperleaf Metropolitan District No. 4 and KPM Property Maintenance LLC, d/b/a KPM Property Services.
- Ratify approval of Service Agreement for Snow Removal between Copperleaf Metropolitan District No. 4 and COSWMP Ltd., d/b/a SOS Site Services.

Unaudited Financial Statements

Ms. Hamilton reviewed with the Board the unaudited financial statements for the period ending September 30, 2024.

Following review and discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board accepted the unaudited financial statements for the period ending September 30, 2024.

2024 Audit Preparation	<p>Following review and discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board approved the engagement of Hiratsuka & Associates, LLP to prepare the 2024 Audit, for a fee not to exceed \$5,800.</p>
2024 Budget Amendment	<p>Director R. Frank opened the public hearing to consider amendment of the 2024 Budget and discuss related issues.</p> <p>It was noted that publication of Notice stating that the Board would consider amendment of the 2024 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.</p> <p>No public comments were received, and the public hearing was closed.</p> <p>Ms. Hamilton informed the Board that no amendment to the 2024 Budget was required.</p>
2025 Budget	<p>Director R. Frank opened the public hearing to consider the proposed 2025 Budget and discuss related issues.</p> <p>It was noted that publication of Notice stating that the Board would consider adoption of the 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.</p> <p>No public comments were received, and the public hearing was closed.</p> <p>Ms. Hamilton reviewed with the Board the estimated 2024 expenditures and the proposed 2025 expenditures.</p> <p>It was noted that the District would certify a mill levy of 2.017 mills in the General Fund and 53.414 mills in the Debt Service Fund, for a total mill levy of 55.431 mills.</p> <p>Director D. Frank then moved (seconded by Director M. Cooper) to adopt the 2025 Budget, and the Board considered adoption of Resolution No. 2024-11-02 to Adopt the 2025 Budget and Resolution No. 2024-11-03 to Set Mill Levies. Following discussion, and upon vote unanimously carried, the Board adopted the Resolutions and authorized execution of the Certification of Budget. District Counsel was directed to transmit the Certification of Tax Levies to the Board of County</p>

Commissioners of Arapahoe County not later than December 15, 2024. District Counsel was further directed to transmit the Certification of Budget to the Division of Local Government no later than January 30, 2025.

Resolution Authorizing
Adjustment of the District
Mill Levy

Following discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board adopted Resolution No. 2024-11-04, Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan.

DLG-70 Certification of Tax
Levies / Mill Levy Public
Information

Following discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”) and directed District Counsel to file the Certification with the Board of County Commissioners and other interested parties.

Preparation of 2026 Budget

Following discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board appointed the District Accountant to prepare the 2026 Budget.

Section 32-1-809, C.R.S.
Requirements (Transparency
Notice)

Mr. Sorensen discussed the special district transparency requirements of Section 32-1-809, C.R.S. with the Board. Following discussion, the Board directed District Counsel to post the transparency notice on the Special District Association website and the District website.

May 6, 2025 Regular
Directors’ Election

Mr. Sorensen informed the Board that, due to the possibility that a District-wide mail ballot election for directors might be required, the District should engage an outside consultant to handle the election. Mr. Sorensen then reviewed with the Board the proposal from Circuit Rider of Colorado, LLC to provide election services. It was determined there was no need for any additional ballot issues or questions.

Following review and discussion, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the Board took the following actions:

- Adopted Resolution No. 2024-11-05, Resolution Calling a Regular Election for Directors on May 6, 2025 and appointing Sarah Shepherd of Circuit Rider

of Colorado, LLC as Designated Election Official.

- Approved the proposal for election services from Circuit Rider of Colorado, LLC and authorized preparation and execution of a Service Agreement, for an amount not to exceed \$30,000.00.

Other Business

There was no other business.

Adjournment

There being no further business coming before the Board, upon motion duly made by Director D. Frank, seconded by Director M. Cooper, and upon vote unanimously carried, the meeting was adjourned.

The foregoing Minutes were approved by the Board of Directors on February 25, 2025.

The foregoing record constitutes a true and correct copy of the Minutes of the above referenced meeting.

Craig Sorensen

Secretary