

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE PRAIRIE CENTER METROPOLITAN DISTRICT NO. 7 (THE “DISTRICT”) HELD JUNE 30, 2025

A special meeting of the Board of Directors of the Prairie Center Metropolitan District No. 7 (referred to hereafter as the “Board”) was convened on Monday, June 30, 2025, at 6:00 p.m., in person at the Holiday Inn Express & Suites Denver NE – Brighton 2212 Medical Center Drive Brighton, CO 80601 and also accessible via Zoom videoconference. The meeting was open to the public.

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#### **ATTENDANCE**

##### **Directors In Attendance Were:**

Michael Tamblyn, President  
Ronald Johnson, Assistant Secretary  
David Burke

##### **Also, In Attendance Were:**

Peggy Ripko; Special District Management Services, Inc.

Kathy Kanda, Esq.; McGeady Becher Cortese Williams P.C.

Thuy Dam; CliftonLarsonAllen LLP

Allen Greenfield; Board Candidate

David A. Firmin, Esq.; Altitude Community Law P.C.

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#### **ADMINISTRATIVE MATTERS**

**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 Attorney Kanda that a disclosure of potential conflicts of interest was filed for Director Tamblyn with the Secretary of State, and no additional conflicts were disclosed at the meeting.

**Meeting Location/Posting of Notice:** 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, and upon motion duly made by Director Johnson, seconded by Director Burke, and upon vote unanimously carried, the Board determined to conduct the meeting at the

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above-stated date, time and location, which is within 20 miles of the District, and also via video/telephone conference. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

**Agenda:** The Board reviewed the Agenda for the meeting.

Following discussion, upon motion duly made by Director Tamblyn, seconded by Director Johnson, and upon vote unanimously carried, the Board approved the Agenda, as amended.

**Board Appointment:** The Board discussed the vacancy on the Board. It was noted that Allen Greenfield is an eligible elector of the District and is qualified to serve on the Board of Directors.

Following discussion, upon motion duly made by Director Tamblyn, seconded by Director Johnson, and upon vote unanimously carried, the Board appointed Allen Greenfield to fill the vacancy on the Board of Directors. The Oath of Director was administered.

**Appointment of Officers:** Following discussion, upon motion duly made by Director Burke, seconded by Director Johnson, and upon vote unanimously carried, the following slate of officers were appointed for the District:

President:	Michael Tamblyn
Treasurer:	Ronald Johnson
Secretary:	Peggy Ripko
Assistant Secretary:	David Burke
Assistant Secretary:	Allen Greenfield

**Statutory Annual Meeting and Budget Workshop:** The Board discussed scheduling the statutory Annual Meeting and Budget Workshop.

Following discussion, upon motion duly made by, seconded by, and upon vote unanimously carried, the Board scheduled the statutory Annual Meeting and Budget Workshop for September 29, 2025 at 6:00 p.m.

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### **COMMUNITY MANAGEMENT MATTERS**

**Declaration of Master Design Review Covenants and Use Restrictions for Prairie Center Residential:** Attorney Firmin provided a presentation.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Burke, and upon vote unanimously carried, the Board directed Attorney Firmin to review the Declaration, the Design Guidelines, and the

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Design Review Committee Policies and Procedures and provide recommendations to ensure the District complies with state law.

**Community Management Report:** Ms. Ripko provided the Community Management Report:

**Planting of Trees in the Greenbelt Area:** The Board deferred discussion.

**Community Potluck Picnic:** The Board deferred discussion.

**Resolution Regarding Covenant Enforcement:** Following discussion, upon motion duly made by Director Johnson, seconded by Director Burke, and upon vote unanimously carried, the Board ratified the adoption of Resolution No. 2024-12-06, Resolution of the Board of Directors of Prairie Center Metropolitan District No. 7 Adopting Policies and Procedures Governing the Enforcement of the Declaration of Covenants, Conditions and Restrictions for Prairie Center Residential.

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### **PUBLIC COMMENT**

The Board and consultants answered questions posed by interested parties.

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### **FINANCIAL MATTERS**

**Payment of Claims:** Ms. Dam reviewed with the Board the claims for the period ending June 25, 2025, in the amount of \$308,623.97.

Following discussion, upon motion duly made by Director Tamblyn, seconded by Director Burke, and upon vote the Board ratified approval of the payment of claims in the amount of \$308,623.97.

**Unaudited Financial Statements and Cash Position:** Ms. Dam reviewed with the Board the unaudited financial statements and cash position for the period ending May 31, 2025.

Following discussion, upon motion duly made by Director Tamblyn, seconded by Director Burke, and upon vote unanimously carried, the Board accepted the unaudited financial statements and cash position, as presented.

**2024 Audit:** Ms. Dam reviewed the 2024 Audit with the Board.

Following discussion, upon motion duly made by Director Tamblyn, seconded by Director Burke, and upon vote unanimously carried, the Board approved the 2024 Audit (subject to final legal review and receipt of an unmodified opinion from the auditor), and authorized execution of the Representations Letter.

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### LEGAL MATTERS

**Resolution Regarding Termination of Project Fund:** Attorney Kanda reviewed with the Board the Resolution Regarding Termination of Project Fund with Respect to the Limited Tax Obligation Bonds, Series 2020.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Burke, and upon vote unanimously carried, the Board adopted the Resolution Regarding Termination of Project Fund with Respect to the Limited Tax Obligation Bonds, Series 2020.

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### OPERATIONS AND MAINTENANCE MATTERS

**Change Order No. 6 to the Service Agreement for Landscape Maintenance of District Tracts – Village I between the District and Vargas Property Services, Inc.:** The Board reviewed Change Order No. 6 to the Service Agreement for Landscape Maintenance of District Tracts – Village I between the District and Vargas Property Services, Inc.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Burke and, upon vote, unanimously carried, the Board ratified approval of Change Order No. 6 to the Service Agreement for Landscape Maintenance of District Tracts – Village I between the District and Vargas Property Services, Inc., for 2025 landscape maintenance services, in the amount of \$93,173.22.

**Change Order No. 7 to the Service Agreement for Landscape Maintenance of District Tracts – Village I between the District and Vargas Property Services, Inc.:** The Board reviewed Change Order No. 7 to the Service Agreement for Landscape Maintenance of District Tracts – Village I between the District and Vargas Property Services, Inc., for weed mitigation, in the amount of \$2,316.23.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Burke and, upon vote, unanimously carried, the Board ratified approval of Change Order No. 7 to the Service Agreement for Landscape Maintenance of District Tracts – Village I between the District and Vargas Property Services, Inc., for weed mitigation, in the amount of \$2,316.23.

**Service Agreement for Utility Locate Services:** The Board reviewed the Service Agreement for Utility Locate Services between the District and Diversified Underground, Inc.

Following discussion, upon motion duly made by Director Johnson, seconded by Director Burke and, upon vote, unanimously carried, the Board ratified approval of the Service Agreement for Utility Locate Services between the District and Diversified Underground, Inc.

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### CAPITAL MATTERS

Prairie Center Village I Phase IV Improvements Projects: Director Tamblyn discussed the Prairie Center Village I Phase IV Improvements Projects.

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### OTHER MATTERS

There were no other matters.

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### ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned.

Respectfully submitted,

By *Diana Garcia*  
Secretary for the Meeting