

**BLACKSTONE METROPOLITAN DISTRICT**  
**REGULAR MEETING OF THE BOARD OF DIRECTORS | MINUTES**  
**NOVEMBER 15, 2021**  
**(VIRTUAL MEETING)**

**I. ESTABLISHMENT OF A QUORUM & CALL TO ORDER:**

Board Members in attendance were:

Shawn McGoff	President
Maria Elena Daniels	Assistant Secretary
Bret Erickson	Director

Others in attendance were: Management Representative, Chris Herron (Westwind), Clint Waldron (WBA), Curtis Bourgoiuin (CLA), Ben Zand (LandTech), 19 members of the public signed on to the meeting.

The meeting was called to order at 6:01 pm by President, Shawn McGoff.

**II. DISCLOSURE OF ANY CONFLICT OF INTEREST** - There were no conflicts to disclose.

**III. AGENDA REVIEW** – There were no proposed changes to the agenda; it was accepted as presented.

**IV. PUBLIC COMMENT** – There was no public comment.

**V. CONSENT AGENDA** – There was a motion made by Shawn McGoff, seconded by Bret Erickson and carried without objection to approve all consent agenda items, as follows:

Special District Disclosure Notice Pursuant to § 32-1-809, C.R.S.

Bishop and Layton Design (d/b/a Design Concepts) Contract for design services, for entry and streetscape features at two main entries, two secondary entries, three roundabouts and one median area.

Holiday Lighting Additions, as proposed by LandTech, for materials, installation, removal and storage.

**VI. GUESTS & CORRESPONDENCE**

**Board Member Resignation** - The resignation of Board Member, Jill Shadwell was acknowledged by the Board for the record.

**Board Appointments & Oath of Office** - The Board has two vacancies to appoint. A call for candidates was sent out and three candidates submitted their names for consideration: Perry Deeds, Wayne Persutte and Richard Schroder. All three candidates attended the meeting and introduced themselves and their qualifications. Mr. Persutte rescinded his candidacy in favor of the other two being appointed, and in order to accept an appointment to serve on the Architectural Review Committee. On a motion duly made by Shawn McGoff, seconded by Bret Erickson and carried unanimously, Perry Deeds and Rick Schroder were appointed to the Board for the remaining term, ending in May 2022. Clint Waldron also noted that all Board terms will be up for election in May of 2022 due to the statutory change to the election cycle.

Board President, Shawn McGoff, administered the official Oath of Office to Mr. Deeds and Mr. Schroder.

The Board unanimously approved the following slate of Officers: President, Shawn McGoff; Treasurer, Maria Elena Daniels; Secretary, Rick Schroder.

**2022 Insurance Renewal** – Christie Kersnick, Senior Account Manager with Wilson Insurance, introduced herself and provided input on the policy renewals and limits. She answered questions and related the procedure for the renewal process.

**Ben Zand, Account Manager, LandTech** – Reviewed the snow services plan and maps for the upcoming snow season and answered questions. He also provided a landscape report on activity for the prior month and answered questions.

## **VII. COMMITTEE REPORTS**

**Landscape Committee** – The committee chairperson, Bret Erickson, provided an update to the Board on current committee operations.

**Committee Appointments** - Jennifer Erickson and Timothy Sylvester were appointed to the Landscape Committee by a motion from Bret Erickson and seconded by Maria Elena Daniels, and carried without objection.

**Irrigation Controllers** – A proposal for the replacement of twelve irrigation controllers submitted by LandTech was unanimously approved on a motion made by Shawn McGoff and seconded by Maria Elena Daniels.

There were further questions, and the Landscape Contractor was excused from the meeting.

**Advisory Committee** – There was no committee report.

**Design Review Committee (DRC)** – There was no committee report, but the following items were reviewed.

**7660 Blackstone Pkwy** submitted an appeal to the Board regarding architectural committee denial of a trash container / fence screening. After careful consideration, there was a motion by Shawn McGoff, which was seconded by Maria Elena Daniels and carried unanimously to deny the appeal but waive the fine when the property is brought into compliance.

**Lee Design Group** - The Manager provided a scope of services document and message from the design review consultant. The Board requested proposals for full-service design review consulting, to include progress inspections of new construction.

**Design Guidelines** – Shawn McGoff noted that the Design Guidelines are currently under review by the committee and management.

**Committee Volunteers** – Committee volunteers, Wayne Persutte and Perry Deeds, were appointed unanimously to the committee on a motion by Shawn McGoff and seconded by Maria Elena Daniels.

**Security / Safety Committee** – There was a volunteer for committee appointment, Rick Schroder. On a motion duly made by Bret Erickson, seconded by Maria Elena Daniels and carried unanimously, the committee appointment was approved.

**Social Committee** – There was no committee report.

**Website Committee** – There was no committee report.

**VIII. MINUTES** – Board minutes from the June 28 and July 27, 2021 meetings were provided for review. The Board also received and reviewed the Board meeting minutes from September 19, 2021 and the Budget Workshop minutes from October 12, 2021. All minutes were approved as presented, without objection.

**IX. FINANCIAL REPORT**

**Financial Statements** - The financial reports and detail, including statement of claims, were provided for October 2021, and were reviewed by Curtis Bourgouin with CLA. There were no unanswered questions.

**Public Hearing on 2021 Budget Amendment** – A public hearing, as noted / published in the Aurora Sentinel, was opened for the Board to consider Adoption of a Resolution Amending the 2021 Budget. There were no written comments received, and no comments presented by attendees in the meeting, therefore, the public hearing was closed. Approval of the resolution was moved by Shawn McGoff, seconded by Bret Erickson and carried without objection.

**Public Hearing on 2022 Budget** - A public hearing, as noted / published in the Aurora Sentinel, was opened for the Board to consider a Resolution Adopting the 2022 Budget. There were no written comments received, and no comments presented by attendees in the meeting, therefore, the public hearing was closed. Curtis Bourgouin reviewed the proposed budget document, as revised, in detail and answered questions. A motion was made by Bret Erickson, seconded by Shawn McGoff, and carried by 4 votes in favor to adopt the 2022 Budget, and to appropriate funds as indicated and certify the Mill Levy amount. Maria Elena Daniels abstained from voting, noting there was not enough time to review the budget revisions in advance of the meeting.

**X. LEGAL REPORT**

**May 2022 Election** – A motion was made by Maria Elena Daniels, seconded by Shawn McGoff and carried unanimously, to Adopt a Resolution Calling the May 2022 Election and stating the Designation of Method for Providing Notice of Call for Nominations, by posting on the community website, blackstonemetro.org.

**Adoption of 2022 Annual Administrative Resolution** – Clint Waldron provided the Administrative Resolution / Transparency Notice to the Board for review. He noted that updates will need to be made to the Board member information as well as the meeting location and schedule for the coming year. On a motion duly made by Maria Elena Daniels, seconded by Shawn McGoff, to approve the Administrative Resolution and Transparency Notice, subject to the modifications being made as noted, was carried unanimously.

**Stormwater Management Facility Inspection and Maintenance (I&M) Plan** – The maintenance plan and municipal requirements for stormwater management of the large pond behind the new community sign was discussed. It was noted that the City of Aurora will release permits to the Blackstone Country Club for various improvement projects they are completing in this area, if the District will proceed with annual inspection and maintenance of the pond for detention purposes, as required. A motion was made by Bret Erickson, seconded by Shawn McGoff and carried without objection to accept this maintenance responsibility and plan, and to request that the Landscape Contractor, LandTech, proceed accordingly.

**Special Counsel for Foreclosures** – Clint Waldron provided input to the Board regarding his firm's recommendation to move this collections action / or compliance activity, should foreclosure action be needed, to a firm that specializes in these matters. Shawn McGoff made a motion, which was seconded by Maria Elena Daniels, to engage IDEA Law Group, LLC for any matters involving foreclosures which may arise.

**Termination of Agreement with MS Rialto** – The Board considered the proposed action related to MS Rialto agreements, and on a motion made by Bret Erickson, seconded by Shawn McGoff and carried without objection, the Board agreed to terminate the agreements, as noted: Operation Funding and Reimbursement Agreement, dated April 14, 2010, as amended by a First Amendment to Operation Funding and Reimbursement Agreement, dated November 29, 2010 and Capital Funding, Reimbursement and Acquisition Agreement, dated April 14, 2010.

**XI. MANAGEMENT REPORT**

**Action Items** – Management provided a detailed management action items list for Board review. There were no unanswered questions.

**Late Fee Waivers** – The Manager presented concerns regarding large numbers of account errors and fees / costs posted to owner accounts upon completing the financial conversion and transition review of owner ledgers received from prior management. It was recommended and requested that to facilitate clearing these accounts, Westwind Management’s Accounting Department be authorized to waive late fees previously charged, up to \$60.00 in total, per account. The Board approved this recommendation.

**Onboarding Update** – The Manager noted that Westwind is reaching the close of its initial onboarding of the community to the firm and is ready to assign an Association Business Manager and Administrative Professional to serve the community going forward. Chris Herron introduced the Board and Board Consultants to Sabrina Lopez, CMCA® AMS®, as her selection for Manager.

**XII. UNFINISHED BUSINESS**

**Capital Projects Status Update** – Bret Erickson provided an update on the Park Signs, noting that they are concluding the permitting stage, so this project remains in process. He reported that the sign at S Valleyhead Way and E Alder Corner location was approved. On a motion duly made by Shawn McGoff, seconded by Bret Erickson, and carried unanimously, the Board authorized the Landscape Committee to move forward with the project, pending final review of permitting.

**District Memberships / Representative Reports**

**SARIA** - Shawn McGoff reported on SARIA (South Aurora Regional Improvement Authority), which he noted is a small entity, but is a cooperative of metro districts and is the funding mechanism for regional transportation improvements in southeast Aurora, in collaboration with the city of Aurora. Shawn represents the District’s interests with this entity.

**Wheatlands Park and Recreation Authority** – Maria Elena Daniels is the District’s representative to this authority. It is a separate legal entity, working in collaboration with the YMCA to construct, manage and maintain the new recreation center serving the Wheatlands neighborhood areas. Members of Blackstone Metro District are entitled to a \$10 discount.

**XIII. NEW BUSINESS**

**Lighting Proposal, Hilltop Park and Canyon Park** - Maria Elena Daniels reviewed the project scope proposed and provided the Board with an estimate from Full Spectrum Lighting. After discussion, the Board determined to defer action on this item, pending further Board review.

**Golf Cart Use** – Discussion was held regarding the option for or against personal golf carts being used on the property and in the community. This was referred to legal counsel for consideration, comment, and possible recommendations.

**XIV. PUBLIC COMMENT** – A homeowner thanked Perry Deeds and Rick Schroder for their willingness to serve the community as new Board Members. There were no further comments shared, or questions raised, during this public comment period.

**XV. ADJOURNMENT** – There being no further business to conduct, there was a motion and second, with no objections, to adjourn the meeting at 8:52 p.m.

2/22/2022 Board Approved