

MINUTES OF A SPECIAL MEETING OF THE BOARD  
OF DIRECTORS

OF

HIGH PLAINS METROPOLITAN DISTRICT

Held: Wednesday, March 8, 2017, at 11:00 a.m. at 7777  
S. Country Club Parkway, Aurora, Colorado.

Attendance

A special meeting of the Board of Directors of the High Plains Metropolitan District was called and held as shown above and in accordance with the applicable statutes of the State of Colorado. The following Directors, having confirmed their qualification to serve on the Board, were in attendance:

Kevin McGlynn  
Drew Messerli  
Josie O'Neill

All Director absences are deemed excused unless otherwise noted in these minutes.

Also present were Clint C. Waldron, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District general counsel; Irene Borisov, Summit Management & Consulting, LLC, District manager; Sarah Hunsche, CliftonLarsonAllen, LLP, District accountant and Kevin Cox, COX Landscaping Services, LLC.

Call to Order

It was noted that a quorum of the Board was present and that the Directors had confirmed their qualification to serve, and therefore the special meeting of the Board of Directors of the High Plains Metropolitan District was called to order.

Agenda

The Board reviewed the proposed agenda. Following discussion, upon motion duly made and seconded, the Board approved the agenda.

Public Comment

None.

Consent Agenda

Upon motion duly made and seconded, the Board unanimously approved all items on the consent agenda as follows:

- a. Approve February 2, 2017 Special Meeting Minutes
- b. Review and Consider Ratification and Approval of Payment of Claims represented by check nos. 1575-

1576 and online payments in the amount of \$62,895.30

- c. Consider Work Order No. 28 to COX Landscape Maintenance Contract for Temporary Fencing Repairs in an amount not to exceed \$900.00
- d. Consider Approval of Independent Contractor Agreement with Architerra Group, Inc.
- e. Consider Approval of Resolution Authorizing the Execution of the South Aurora Regional Improvement Establishment Agreement and Appointing a Representative to the Authority Board
- f. Consider Approval of Termination of Independent Contractor Agreement with New Visions LM, LLC for Handyman Services

## **Landscape Maintenance**

### **Landscape Maintenance Report**

The landscape maintenance report was presented to the Board. It was noted that the winter watering is ongoing and that the pruning of the grasses is underway.

### **Discuss, Review and Approve Work Orders/Proposals for Consideration/Approval**

COX Landscaping Services, LLC Work Orders/Proposals for Consideration/Approval:

Cobble Border in Streetscapes in the amount of \$1,291.50 – the Board engaged in general discussion and determined to defer the work order/proposal.

Quantock Fire Lane – Turf Option in the amount of \$1,511.25 – the Board engaged in general discussion and determined to defer the work order/proposal.

Streetscape Xeriscape in the amount of \$0.00 - the Board engaged in general discussion and determined to defer the work order/proposal.

Landscape Improvements at the Aurora Water Storage Tank Park in the amount of \$16,230.00 - the Board engaged in general discussion and determined to defer the work order/proposal.

Mineral Median (NW) at Country Club Parkway in the amount of \$1,550.00 – following discussion, upon motion duly made and seconded, the Board approved the work order/proposal.

Tree Transplant (9 Trees) in the amount of \$3,150.00 - the Board engaged in general discussion and determined to defer the work order/proposal.

Construction Traffic Damage in the amount of \$2,255.00 – following discussion, upon motion duly made and seconded, the Board approved the work order/proposal.

Landscaping Medians along Blackstone Parkway in the amount of \$21,543.69 - following discussion, upon motion duly made and seconded, the Board approved the work order/proposal and accepted the 5% discount offered by COX Landscaping Services, LLC.

Replace RainBird Irrigation Controllers in the amount of \$98,196.00 - the Board engaged in general discussion and determined to defer the work order/proposal.

Park Improvements at Blackstone Parkway and Canyon Place in the amount of \$2,030.00 – following discussion, upon motion duly made and seconded, the Board approved the work order/proposal.

Refresh Playground Mulch at Canyon Park and the Water Tank Park in the amount of \$5,457.38 - the Board engaged in general discussion and determined to defer the work order/proposal until the April meeting.

Discuss Water Usage Tracking and Reconciliation Ms. Borisov discussed the potential reimbursements from the Clubhouse and noted that one (1) meter needs to be replaced.

Other Landscape Maintenance It was noted that the Spring landscape drive would be scheduled for some time in May 2017.

### **Facilities Management/District Operations**

Review District Manager’s Report Ms. Borisov reviewed the District Manager’s Report with the Board.

Covenant Enforcement Ms. Borisov noted that drives around the community were continuing.

Architectural Review Matters Ms. Borisov noted that no variance requests had been received and also noted that Lennar had submitted 5 plan approvals for new homes.

Discuss, Review and Approve Work Orders/Proposals

Consider Work Order from The Board considered the proposal and engaged in general

Bowman-Vision Land for Re-Inspection of the Two (2) Storm-water Detention Ponds Previously Inspected to Confirm Required Maintenance has been Completed in the amount of \$1,000

discussion. Following discussion, upon motion duly made and seconded, the Board approved the proposal.

A Pure Choice Construction Proposal for District Handyman Services

Ms. Borisov presented the Board with a proposal from A Pure Choice Construction for District Handyman Services for consideration. Following discussion, upon motion duly made and seconded, the Board approved the proposal.

Park Addresses Proposal

Ms. Borisov presented the Board with a park addresses proposal. Following discussion, upon motion duly made and seconded, the Board approved the proposal for addresses at Blackstone Park and Country Club Park.

Park Holiday Lighting Proposal

Ms. Borisov presented the Board with a park holiday lighting proposal for consideration. Following discussion, the Board determined to defer the proposal.

Collection/Delinquent Accounts

Ms. Borisov provided the Board with an update. No action was taken.

Other Facilities Management

Ms. Borisov noted that the Spring community garage sale would be scheduled for some time in May 2017 and that the Fall sale had not yet been scheduled.

Ms. Borisov also noted that the District has made dumpsters available in the past. Following discussion, upon motion duly made and seconded, the Board approved the community garage sale and the rental of dumpsters.

## **Financial Report/Financial Matters**

Review Cash Position Report and Unaudited December 31, 2016 Financial Statements

Ms. Hunsche reviewed the cash position report and the unaudited December 31, 2016 financial statements with the Board. Following discussion, upon motion duly made and seconded, the Board accepted the cash position report and the unaudited December 31, 2016 financial statements.

Consider Approval of CliftonLarsonAllen, LLP Cash Access Addendum

Ms. Hunsche presented the CliftonLarsonAllen, LLP Cash Access Addendum to the Board for consideration. Following discussion, upon motion duly made and seconded, the Board approved the addendum.

Other Financial Matters

Ms. Hunsche noted that she would review the fee analysis and the tax analysis.

## **Legal Matters**

Discuss Potential Refinancing of District Bonds

Mr. Waldron discussed the potential refinancing of the District's bonds with the Board. The Board engaged in general discussion. Following discussion, upon motion duly made and seconded, the Board determined to move forward with the refinancing of the District's current bonds.

Review and Consider Approval and Ratification of Letter Agreement for Investment Banking Services with D.A. Davidson & Co. Fixed Income Capital Markets

Mr. Waldron presented the Letter Agreement for Investment Banking Services with D.A. Davidson & Co. Fixed Income Capital Markets to the Board for consideration. Following discussion, upon motion duly made and seconded, the Board approved the letter agreement.

Review and Consider Approval of Engagement of Kutak Rock as Bond and Disclosure Counsel

The Board engaged in general discussion. Following discussion, upon motion duly made and seconded, the Board approved the engagement of Kutak Rock as the District's bond and disclosure counsel.

Review and Consider Approval of Special Disclosure of Costs for Legal Services in Connection with Bonds from White Bear Ankele Tanaka & Waldron

Mr. Waldron presented the Board with a Special Disclosure of Costs for Legal Services in Connection with Bonds from White Bear Ankele Tanaka & Waldron for consideration. Following discussion, upon motion duly made and seconded, the Board approved the disclosure.

Review and Consider Service Plan Amendment and Authorize Submission to the City

Mr. Waldron presented the Board with the Service Plan Amendment for consideration. Following discussion, upon motion duly made and seconded, the Board approved the amendment and authorized the submission of the amendment to the City of Aurora.

Review and Consider Amendment to Intergovernmental Agreement with the City of Aurora

Mr. Waldron presented an Amendment to Intergovernmental Agreement with the City of Aurora to the Board for consideration. Following discussion, upon motion duly made and seconded, the Board approved the amendment.

Other Legal Matters

Mr. Waldron discussed the need for a municipal advisor letter. Following discussion, upon motion duly made and seconded, the Board approved CliftonLarsonAllen, LLP, as the municipal advisor and approved the letter agreement.

## **Director Items**

Other Director Items

It was noted that the budget for community events is \$5,000. The Board asked that Mr. Waldron confirm

whether or not the District can serve alcohol at the events.

**Other Business**

None.

**Adjournment**

There being no further business to be conducted, the meeting was adjourned.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.



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Secretary for the Meeting

The foregoing minutes were approved on the 27<sup>th</sup> day of April, 2017.