

MINUTES OF A SPECIAL MEETING OF THE BOARD
OF DIRECTORS

OF

HIGH PLAINS METROPOLITAN DISTRICT

Held: Thursday, May 21, 2020, at 6:00 p.m. via
Teleconference.

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders, issued by the Colorado Department of Health and Environment (CDPHE), and the threat posed by the COVID-19 coronavirus, the meeting was held via teleconference.

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:

Shawn McGoff
Diane Kelly
Jill Shadwell
Josie O'Neill
Maria Elena Daniels

Also present were Clint C. Waldron, Esq. and Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; Carrie Bartow, CliftonLarsonAllen, LLP, District Accountant; Irene Borisov, Summit Management and Consulting, District Manager; Kevin Cox and Jerry Maness, Cox Landscaping Inc.; Kara Scheetz and Mark Taylor, Architerra; and homeowners.

Call to Order

Director McGoff noted that a quorum of the Board was present and called the meeting to order.

Declaration of Quorum/Director
Qualification/Reaffirmation of
Disclosures

Mr. Waldron reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Waldron inquired into whether members of the Board had any additional disclosures of potential or existing conflicts

of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Agenda

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

Consider Election of Officers

The Board engaged in general discussion regarding the Election of Officers. Following discussion, upon a motion duly made and seconded, the Board elected Director McGoff as President, Director O’Neill as Treasurer, Director Kelly as Vice President, Director Shadwell as Secretary and Director Daniels as Assistant Secretary.

Consider Approval of Resolution Extending Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings

Mr. Waldron reviewed the Resolution Extending Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the resolution.

Consent Agenda

The Board reviewed the items on the consent agenda. Mr. Waldron advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and adopted:

- April 16, 2020 Special Meeting Minutes
- Claims Listing in the Amount of \$376,268.04
- Change Order No. 2 from Arrow – J Landscape & Design, Inc.
- Pay Application No. 7 from Arrow – J Landscape & Design, Inc.
- Pay Application No. 1 from Cox Professional Landscape Services LLC

Capital Improvements

Update on Park and Monument Sign Construction and Schedule

Ms. Murphy provided an update to the Board on the status of the Park and Monument Sign construction and schedule and Ms. Scheetz responded to questions from the Board.

Update on Entryway Project Construction and Schedule

Mr. Cox provided an update to the Board on the Entryway Project Construction and Schedule noting that the project is a redesign of the hardscaped aspects of the entryway off E.

Smokey Hill Pkwy, and includes the addition of more colorful plants. Ms. Murphy noted that Ms. Hendrickson with Consilium Design conducts onsite visits to confirm construction is proceeding according to plan and Mr. Waldron noted that the roundabouts have been removed from the initial plan.

Consider Approval of Proposal from Creative Visions for Park Sign

Mr. Waldron reviewed the park sign options with the Board. Following discussion, the Board requested a proposal and estimate from Architerra for two rules signs and a larger park sign.

Discuss Park Names

Ms. Borisov reviewed the community responses for the park name with the Board. The Board determined the Board will provide additional name options and Ms. Borisov will send a survey to the community.

Landscape Maintenance Matters

Landscape Maintenance Report

Mr. Cox reviewed the Landscape Maintenance Report with the Board. Director Kelly inquired about the ornamental grasses in the community and Director Shadwell noted that there has been discussion with the landscape committee about the medians and ornamental grasses planted in the community.

The Board directed Ms. Borisov to send a letter to thank a homeowner for allowing Cox to use the homeowner's power supply.

Mr. Cox noted that the mainline that connects to median irrigation was damaged in the roundabout on E Mineral Drive and S Blackstone Parkway that they are waiting on repairs to turn the irrigation back on to that area.

Discuss, Review and Approve Work Orders/Proposals

Review Proposal for Tree Planting per Master Plan and Relocating Existing Trees

Ms. Borisov reviewed Proposal No. 1197 in the amount of \$115,400 for 2020 tree replacement and relocation of existing trees. The Board engaged in general discussion regarding the tree map and installation schedule. Mr. Cox noted that Cox Landscaping provides dead tree replacement. Director McGoff asked what was budgeted for, and Ms. Bartow confirmed that \$100,000 was budgeted. The Board requested the matter be tabled until they had time to review the master plan and discuss the proposal with Mr. Howey.

Other Landscape Maintenance

None.

Facilities Management/District Operations

District Manager's Report

Ms. Borisov reviewed the District Manager's Report with the Board. The Board requested a summary of all outstanding projects for the Board's review.

Ms. Borisov discussed adding solar lights to mail box kiosks. The Board requested Ms. Borisov provide a proposal for review.

Ms. Borisov reviewed proposals from Cox Landscaping and Emerald Isle for COVID-19 disinfectant services in common areas. The Board engaged in general discussion and determined to hold-off for now.

Ms. Borisov discussed solicitation within the community. The Board discussed signage and enforcement, as the District does not govern the streets and sidewalks. No action taken.

Ms. Borisov discussed the use of community email accounts. Director McGoff requested individual emails for each Director on the District's own server, and that Board member bios and pictures be added to the website.

Covenant Enforcement/Architectural Review Matters

Ms. Borisov reviewed the issues of flags in garage windows as there is no guidance in the declarations. Mr. Waldron requested this item be tabled until the next meeting to allow legal counsel to review. Deferred.

Ms. Borisov reviewed a homeowner request to install a basketball hoop and patio in the backyard. Mr. Waldron noted that he would recommend creating a clear standard in the new design guidelines. Director Shadwell motioned to approve the variance. With no second, the motion failed. The Board directed Ms. Borisov to work with Ms. Lee for specific guidance on this item. Deferred.

Update on Landscape Maintenance within Filing 3 (including the Lennar Park)

Ms. Borisov noted that Lennar will continue providing maintenance to the park through the summer.

Other Facilities Management

Director Shadwell inquired about the District hosting a dumpster and a shredding event. Ms. Borisov noted that the District is hosting a garage sale, and then on Sunday Waste Management provides 2 dumpsters under the current contract. Mr. Waldron recommended that the dumpster be

monitored and taken away the same day. Ms. Borisov will obtain a proposal for shredding.

Mr. Waldron noted that he would follow up with the City on the liability exposure when the District conducts snow removal on City property.

Legal Matters

Discuss Status of Turnover of Lennar Park to District

Mr. Waldron noted that the turnover has been put on hold until all the landscaping was out of dormancy, and the District can meet with a Lennar representative to walk the park and observe vegetation and erosion. Mr. Waldron also noted that there is no legal obligation to accept the park, but if the Board wants to control how it looks it will need to be accepted by the District. For now, Lennar has responsibility to fix the park prior to acceptance.

Consider Appointment to SARIA Board

Mr. Waldron provided background on the SARIA to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously appointed Director McGoff to the SARIA Board and requested a presentation from the City regarding outstanding projects.

Consider Appointment to Wheatlands Park and Recreation Authority Board

Mr. Waldron provided background on the Wheatlands Park and Recreation Authority to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously appointed Director Kelly to the Wheatlands Park and Recreation Authority Board.

Other Legal Matters

None.

Financial Report/Financial Matters

Review and Consider Acceptance of April 30 Unaudited Financial Statements

Ms. Bartow reviewed the April 30, 2020 unaudited financial statements with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the April 30, 2020 unaudited financial statements. Director McGoff requested a separate report that shows budget from last year as part of the variance report.

Review and Consider Approval of 2019 Audit

Ms. Bartow reviewed the 2019 Audit with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the audit subject to an unqualified opinion from the auditor.

The Board engaged in general discussion regarding outstanding Lennar/MS Realto obligations. Director

Shadwell requested that the investment section be discussed in more detail at a later meeting.

Other Financial Matters

None.

Public Comment

Ms. Hamilton, a homeowner serving on the Landscape Committed, engaged in general discussion regarding water tank hill. She also noted that on the Entryway Project, the grey stamped concrete was the least liked item and there was a lot of anxiety about the brick color, but that the committee deferred to the professional design team. Ms. Hamilton encouraged the Board to give the project some time before changing the plans.

Directors Items/Other Business

Distribution of Meeting Packets

Director Shadwell noted that meeting packets are public documents and people should be allowed to look if they want. Following discussion, upon a motion duly made and seconded, the Board unanimously directed legal counsel to post meeting packets to the website.

Distribution of Meeting Minutes

Director McGoff, Director O'Neill and Director Kelly requested final minutes be made available and posted on the District website. Following discussion, upon a motion duly made and seconded, the Board determined to post minutes in final form. Director Shadwell voted no and noted that waiting for final minutes is a much longer process and suggested the Board consider posting draft meeting minutes.

Adjourn

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.

Jill Shadwell

Jill Shadwell (Jun 17, 2020 09:13 MDT)

Secretary for the Meeting

The foregoing minutes were approved on the 3rd day of June, 2020.






High Plains MD - 2020-05-21 Special Minutes

Final Audit Report

2020-06-17

Created:	2020-06-17
By:	Allison Hanson (ahanson@wbapc.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAYDfIACUDn6u9NHV2eLyddHeRYyugOfIj

"High Plains MD - 2020-05-21 Special Minutes" History

-  Document created by Allison Hanson (ahanson@wbapc.com)
2020-06-17 - 2:38:00 PM GMT- IP address: 50.209.233.181
-  Document emailed to Jill Shadwell (jillshadwell1@gmail.com) for signature
2020-06-17 - 2:38:22 PM GMT
-  Email viewed by Jill Shadwell (jillshadwell1@gmail.com)
2020-06-17 - 2:39:53 PM GMT- IP address: 64.233.172.83
-  Document e-signed by Jill Shadwell (jillshadwell1@gmail.com)
Signature Date: 2020-06-17 - 3:13:47 PM GMT - Time Source: server- IP address: 65.112.193.146
-  Signed document emailed to Allison Hanson (ahanson@wbapc.com) and Jill Shadwell (jillshadwell1@gmail.com)
2020-06-17 - 3:13:47 PM GMT