

MINUTES OF A REGULAR MEETING OF THE BOARD
OF DIRECTORS

OF

HIGH PLAINS METROPOLITAN DISTRICT

Held: Thursday, November 21, 2019, at 6:00 p.m. at 7777
S Country Club Parkway, Aurora, Colorado.

Attendance

A regular 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:

Drew Messerli
Josie O'Neill
Frank McGuinn
Trevor Garbers
Pascal Dengah

Also present were Clint C. Waldron, Esq. and Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Carrie Bartow (via telephone), CliftonLarsonAllen, LLP, District Accountant; Kevin Cox and Jerry Maness, Cox Professional Landscape Services, LLC; Irene Borisov, Summit Management & Consulting, District Manager; and homeowners.

Call to Order

Director Messerli 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 advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Waldron reported that disclosures for those directors with 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 Board

determined that 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 presented.

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:

- September 30, 2019 Budget Workshop and Special Meeting Minutes
- Claims Listing in the Amount of \$494,977.47
- Special District Disclosure Notice Pursuant to §32-1-809, C.R.S.
- Independent Contractor Agreement with Lee Design Group for Design Review Services
- Independent Contractor Agreement with Creative Visions for Entryway Sign and Pillar Services
- Independent Contractor Agreement with Tree Analysis Group for Five Year Tree Planting Plan, Planting Oversight, and Newly Planted Tree Follow-up Inspections
- First Amendment to Independent Contractor Agreement with Consilium Design, Inc. for Concept Planning and Design
- Independent Contractor Agreement with Architerra for Additional Services
- Resolution Establishing Guidelines for Processing and Collection of Delinquent Fees and Charges
- Assignment of Tract M License Agreement
- Contractor Agreement with Icon Shelter Systems, Inc.

Capital Improvements

Update on Consilium Design Entryway Master Plan and Construction Documents

The Board discussed the construction documents. It was noted that the proposal shows the concrete on the walkways being replaced with pavers. The Board engaged in discussion with the Landscape Committee regarding the proposal and directed that any comments on the proposal be sent to Mr. Waldron. Mr. Waldron reminded the Board that

this project was previously publicly bid and no bids were received.

Update on Entry Pillars Permitting and Construction

Mr. Hofstetter presented a mock of one column sign to the Board. Mr. Hofstetter noted that the City of Aurora (the "City") requested he provide addresses for each of the pillars and the guardhouse, and because these are considered City/Neighborhood signs under the City Code, at the guardhouse there can only be two pillars signs or a guardhouse sign, but not all three as there is a maximum of two signs per entrance. Following discussion, upon a motion duly made and seconded, the Board directed Mr. Hofstetter to install the signs on the pillars and the not at the guardhouse. Mr. Hofstetter informed Board that the Lennar pillars for the entrance off South Monaghan Road will be constructed at the same time as the other signs and he will send an updated proposal with the guardhouse removed to the Board for review.

Update on Park and Monument Sign Construction and Schedule

Mr. Waldron updated the Board on the Park and Monument Sign construction and schedule. Ms. Murphy reviewed the change request to add a 3" steel lintel to the monument sign and to use stucco as the backing of the monument sign with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the lintel and stucco for the Monument Sign. Mr. Waldron also informed the Board that a larger spinner has been ordered from A to Z Recreation.

Update on Acceptance of Lennar Park

Mr. Waldron informed that Board that an engineer has reviewed the grading of the park and confirmed that it does meet the plans approved by the City. He noted that Lennar is maintaining the park for now and will discuss acceptance by the District again in the Spring. Director McGuinn asked if all Lennar improvements are required to meet the Blackstone guidelines. Mr. Waldron noted that Lennar has to comply with the City of Aurora requirements.

Landscape Maintenance Matters

Landscape Maintenance Report

Mr. Cox reviewed the Landscape Maintenance Report with the Board. He noted that there was early snow removal this year and some weather delays on projects. He informed that Board that he has turned on the holiday lights on the light posts. The Board engaged in general discussion and authorized Mr. Cox to turn on all the holiday lights in the community. The Board also directed that all wreaths on the front on the columns be installed now.

Discuss, Review and Approve
Work Orders/Proposals

A homeowner asked why there was a temporary fence at the entrance off Smokey Hill Parkway. Mr. Cox responded that he will provide a proposal to remove the fence. A homeowner asked about damage to an iron fence on Country Club Parkway and Blackstone Parkway. Ms. Borisov stated this is the Blackstone Country Club's fence.

Update on Tree-Planting Master
Plan

Mr. Waldron noted that the Tree Analysis tree-planting master plan is almost complete and it will be ready for Spring 2020.

Update on Water Billing

Ms. Borisov noted that she has received all water bills from the Blackstone Country Club through September 2019. Mr. Waldron noted that there is a large charge on the August bill due to well servicing.

Other Landscape Maintenance

The Board reviewed concerns with the art installed on the newest roundabout. Ms. Borisov noted that she has reached out to the Landscaping Committee and the City regarding the issue.

Facilities Management/District Operations

District Manager's Report

Ms. Borisov reviewed the District Manager's Report with the Board. Ms. Borisov noted that a resident has requested pickleball lines be added to the new basketball court. Mr. Waldron informed the Board that Ms. Dominguez will be presenting a proposal with pickleball lines on half the court.

Ms. Borisov noted that the mailboxes are being sanded, repainted and renumbered as weather permits.

Website Updates

Ms. Borisov noted that community updates are being provided via Constant Contact email blasts.

Covenant
Enforcement/Architectural Review
Matters

Ms. Borisov reviewed a covenant violation for planter boxes that were installed without prior approval. The homeowner is requesting to keep the wire mesh surrounding the plants. Following discussion, upon a motion duly made and seconded, the Board unanimously denied the request.

Ms. Borisov reviewed a homeowner request for a change from brick to stone exterior. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the request subject to consent from both neighbors.

Ms. Borisov reviewed homeowner complaints about a trampoline, which is allowed under the guidelines, that is possibly installed too close to the property line. Mr. Waldron noted that if the guidelines allow it then it should be allowed. Director. The Board discussed what is required to amend the guidelines to prohibit trampolines.

Other Facilities Management Matters

None.

Legal Matters

Consider Adoption of 2020 Annual Administrative Resolution

Mr. Waldron presented the 2020 Annual Administrative Resolution. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution. The Board noted that meeting notices will no longer be posted on site as they will be posted on the website and the 2020 regular meetings are scheduled for the third Thursday of each month.

Adoption of Resolution Calling May 5, 2020 Election

Mr. Waldron presented the Resolution Calling May 5, 2020 Election. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution. Director O'Neill requested an email blast be sent to the community regarding the May 5, 2020 Election. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the email blast to the community.

Review Insurance Property and Liability Schedule and Limits

Mr. Waldron presented the Property and Liability Schedule and Limits. Mr. Waldron noted that the District currently maintains \$5,000,000 in excess liability and the 2020 premiums are expected to increase by 7% from 2019. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the property and liability schedule and limits.

Consider Approval of First Amendment to Establishment Agreement

Mr. Waldron reviewed the First Amendment to Establishment Agreement (WPRA) with the Board. He noted that Mr. Ruhland at Collins Cockrel Cole worked on the document with Mr. George, special counsel to Wheatlands Metropolitan District. Mr. Waldron informed the Board that Mr. George recommended the High Plains Metropolitan District Board approve the amendment in substantially the form presented, subject to final review by Mr. George in the event that any minor modifications or technical corrections are needed. Following discussion,

upon a motion duly made and seconded, the Board unanimously approved the First Amendment to Establishment Agreement (WPR), subject to Mr. George's final review.

Consider Appointment to Wheatlands Park and Recreation Authority Board/Consider Waiver of Notice Requirements for Wheatlands Park and Recreation Authority Board Appointment

The Board engaged in general discussion regarding appointing a representative to the Authority Board. Following discussion, upon a motion duly made and seconded, the Board unanimously appointed Director Dengah to be on the Authority Board.

Discuss Tract O

The Board discussed that the District owns the open space property known as Tract O. Ms. Murphy had a phone call with the two adjacent property owners, Mr. and Mrs. Oaks and Mr. and Mrs. Miettinen (the "Adjacent Owners"). The Adjacent Owners would like Tract O to be kept as open space and mowed twice a year. Mr. Stone expressed concerns about weeds growing on the property when the standard is rock. Mr. Cox noted that the larger the area the less opportunity there is for rock and the reason to not cut native grass is for weed control. Mr. Cox noted that if property is mowed more frequently the native grasses will go dormant and the weeds will take over. Mr. Cox also noted that there is a 3-5 year establishment process for native grass and the District can treat the weeds within the area on an as needed basis. Mr. Stone noted that he is also concerned about the site of vacant lots. Ms. Borisov stated that the open space lots have different standards than the other vacant lots. Mr. Waldron asked if the Board would approve the installation of a band of rock on the other side of the sidewalk. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the rock and the beauty band mowing monthly. Mr. Cox will provide a quote for installation of the rock.

The Adjacent Property owners are concerned that Tract O could be changed from open space to something else in the future if there is a different Board of Directors. Following discussion, upon a motion duly made and seconded, the Board directed legal counsel to draft a restrictive covenant requiring Tract O to be kept as open space.

Other Legal Matters

None.

Financial Report/Financial Matters

Consider Acceptance of Unaudited Financial Statements	Deferred.
Public Hearing on 2019 Budget Amendment	Director Messerli opened the public hearing on the 2019 Budget Amendment. Mr. Waldron noted that the public hearing was published in accordance with Colorado law in the <i>Aurora Sentinel</i> on November 7, 2019. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.
Consider Adoption of Resolution Amending 2019 Budget	Ms. Bartow reviewed the Resolution Amending the 2019 Budget with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution amending the Capital Projects Fund to \$1,565,000 and the Capital Projects – Regional Improvements Fund to \$195,000.
Public Hearing on 2020 Budget	Director Messerli opened the public hearing on the proposed 2020 Budget. Mr. Waldron noted that the public hearing was published in accordance with Colorado law in the <i>Aurora Sentinel</i> on November 7, 2019. No written objections have been received prior to the meeting. A member of the public asked about the relationship between the District and Blackstone Country Club and what is the benefit for the District. Mr. Waldron noted that the District buys water from the Club’s wells and not from the City. Director Messerli noted that there is no reciprocity yet but both entities are working together to improve. Following discussion, the public hearing was closed.
Consider Adoption of 2020 Budget Resolution	Ms. Bartow reviewed the 2020 Budget Resolution with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution adopting the 2020 Budget as discussed, appropriating funds therefore and certifying 30.000 mills for the general fund, 35.000 mills for the debt service fund and 1.113 mills for the ARI fund.
Consider Approval of Proposals for 2019 Audit	Ms. Bartow reviewed the proposal from Stratagem for 2019 Audit. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal for the 2019 Audit.
Other Financial Matters	None.
Public Comment	None.
Directors Items	None.

Other Business

Director Garbers asked about delinquent account payments. Mr. Waldron presented the guidelines regarding collection of delinquent fees. Ms. Borisov noted that the goal is to get more residents on automatic payments.

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.



Secretary for the Meeting

The foregoing minutes were approved on the 16th day of January, 2020.