

MINUTES OF A SPECIAL MEETING OF THE BOARD
OF DIRECTORS

OF

HIGH PLAINS METROPOLITAN DISTRICT

Held: Thursday, June 18, 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 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; Irene Borisov, Summit Management and Consulting, District Manager; Kevin Cox and Jerry Maness, Cox Landscaping Inc.; Erik Hofstetter, Creative Visions; 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.

Consent Agenda

Mr. Waldron reviewed the items on the consent agenda with the Board. Mr. Waldron advised the Board that any item may be removed from the consent agenda to the special 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 and adopted or ratified:

- May 18, 2020 Board Orientation Minutes, June 3, 2020 Special Meeting Minutes and June 9, 2020 Work Session Minutes
- Claims Listing in the Amount of \$746,657.46
- Change order No. 3 from Arrow – J Landscape & Design, Inc.
- Pay Application No. 8 from Arrow – J Landscape & Design, Inc.
- Pay Application No. 2 from Cox Professional Landscape Services LLC

Capital Improvements

Update on Park Construction and Schedule

Ms. Murphy updated the Board on the status of Park construction and schedule, noting that the park is scheduled to open June 29th.

Update on Monument Sign Construction and Schedule

Ms. Murphy updated the Board on the status of the monument sign construction noting that work is scheduled to be completed by July 1st.

Discuss Park Signs and Consider Proposal from Creative Visions

Mr. Hofstetter reviewed the proposal for park signs with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the 10 foot wide, one sided sign with stone to match the existing stone in the park.

The Board engaged in general discussion regarding smaller park signs and additional pat waste stations. Following discussion, upon a motion duly made and seconded, the

Board authorized the Landscape Committee to obtain proposals to present to the Board for consideration.

Discuss and Consider Selection of Park Names

The Board reviewed the park name survey results and engaged in general discussion regarding park names. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the following park names;

New Park – Country Club Park
S. Blackstone Pkwy & E. Canyon Pl – Canyon Park
S. Valleyhead Way & Alder Dr. – Hilltop Park

Landscape Maintenance Matters

Landscape Maintenance Report

The Board engaged in general discussion regarding the landscape maintenance report and landscaping matters within the community.

Discuss, Review and Approve Work Orders/Proposals

Review Proposals/Bids for Tree Planting per Master Plan and Dead Tree Removal

Ms. Borisov reviewed the bid results and tree replacement proposals with the Board. The Board engaged in general discussion regarding the proposals. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal from Cox Professional Landscape Services and authorized the 5% prepay discount. Mr. Cox noted that Cox will warranty all trees planted under this proposal so long as Cox is the landscape provider.

Other Landscape Maintenance

None.

Facilities Management/District Operations

District Manager’s Report

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

Review and Discuss Outstanding Projects List

Ms. Borisov informed the Board that she is still working on the project list.

Discuss Proposal for Lighting over Mailboxes

Ms. Borisov informed the Board that she is looking into solar lights for the mailbox kiosks.

Discuss Community Events Survey and Community Events

Ms. Borisov noted that the Community Events Survey has not been sent out because she is waiting on the approved survey questions.

Ms. Borisov informed the Board that she has reached out to waste management, a shredding company, and recycling companies to get proposals. No action taken.

Discuss Security Proposal

Ms. Borisov asked if the Board is interested in security services for the District. Following discussion, the Board determined to add a question to the community survey regarding security to see if people are interested in this service.

Other Facilities Management

Director Shadwell inquired about the Verizon Wireless payables. Ms. Borisov responded that this is for iPads provided to board members for meetings and District business. Ms. Borisov noted that all lines for old Board members have been cancelled and she will cancel the current Verizon plan and service as it is no longer needed.

**Covenant
Enforcement/Architectural
Review**

Discuss Covenant Enforcement
Process

Ms. Borisov discussed her review process for covenant enforcement with the Board. Mr. Waldron noted that there is a policy for covenant enforcement and there is a policy for collecting fees due to the District. Following discussion, the Board directed legal counsel to prepare revised covenant enforcement and collections policies for review at the next meeting.

Review and Discuss Updated
Residential Improvement
Guidelines

Director McGoff reviewed the updated Residential Improvement Guidelines with the Board. Following discussion, the Board referred the draft Residential Improvement Guidelines to the Design Review Committee to incorporate the changes noted, update the formatting, and make any other suggested revisions. Once the committee has a draft ready for Board review, it will be brought back to the Board for final review and comment.

Legal Matters

Other Legal Matters

None.

**Financial Report/Financial
Matters**

Review and Consider Acceptance
of Unaudited Financial Statements

Ms. Bartow reviewed the May 31, 2020 financial statements with the Board. Following discussion, upon a motion duly

made and seconded, the Board unanimously accepted that financials.

Other Financial Matters None.

Directors Items/Other Business

Review and Approve Committee Assignments Director McGoff reviewed the committee assignments discussed at the work session meeting with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously appointed the following Directors to the named committee;

- Web Design/Website Committee (Jill and Diane)
- Landscape Committee (Maria Elena and Diane)
- Safety Committee (Jill and Maria Elena)
- New Resident/Welcome/Social & Community Events Committee (including Town Halls) (Diane and Josie)
- DRC Committee (Maria Elena and Shawn)
- Advisory Committee (Shawn and Jill)

Discuss Community Survey The Board engaged in general discussion regarding the community survey. Following discussion, upon a motion duly made and seconded, the Board determined that Director Shadwell and Director O'Neill will work on survey questions and each committee will provide three sentences about the goal of the committee to be included with the survey. Director McGoff noted that both are due to Director O'Neill by Sunday, June 21st.

Traffic Complaints – Monaghan Rd. Director McGoff reviewed the traffic complaints sent to Ms. Borisov with the Board. Following discussion, the Board determined to delegate handling traffic complaints to the Safety Committee.

The Board engaged in general discussion regarding kids on golf carts in the community on public roads.

SARIA/WPRA Meeting Updates Director McGoff provided an update to the Board on the SARIA meeting including details regarding repayment of debt and ongoing construction projects. No action taken.

Director Kelly noted that the Wheatlands Park and Recreation Authority has not had a meeting.

Board Emails from Residents – Round Robin Director McGoff noted that the test email was sent and returned and there have been no emails from residents so far to discuss.

Public Comment

A homeowner noted that they had sent an email to the Board about the traffic on Monaghan Road noting that speeding is a real problem. The homeowner also noted that the City of Aurora has a neighborhood traffic calming program which the neighborhood can apply for once a year and Monaghan Road would be eligible for this type of program. Following discussion, upon a motion duly made and seconded, the Board unanimously determined they would sign a letter of support.

A homeowner asked about the new areas of the neighborhood and why in all of the areas adjacent to the golf course there is iron fencing between the public street and the golf course. Director McGoff noted that Clubcorp is looking into this including fencing and landscaping.

Adjourn

There being no further business to come before the Board and following discussion and upon motion duly made and seconded, the Board determined to adjourn the meeting.

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

Jill Shadwell
Jill Shadwell (Aug 5, 2020 19:35 MDT)

Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 16th day of July, 2020.









2020-07-28 Execution Packet High Plains MD

Final Audit Report

2020-08-06

Created:	2020-08-04
By:	Dana Anderson (danderson@wbapc.com)
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