

Blackstone Metropolitan District
SPECIAL MEETING OF THE BOARD OF DIRECTORS
MINUTES
June 11, 2024

I. ATTENDANCE & CALL TO ORDER

Board Members in attendance were Perry Deeds, Lisa Monahan, Marty Liles, and Brent Johnston.

Also, in attendance were Megan Murphy (White Bear Ankele Tanaka & Waldron), Curtis Bourgoiuin (CliftonLarsonAllen LLP), Ben Zand (LandTech Contractors, LLC), Jordan Devine (Westwind Management Group, LLC), and members of the public. The meeting was called to order at 6:01 pm.

II. DISCLOSURE OF ANY CONFLICTS OF INTEREST – Ms. Murphy 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. Ms. Murphy 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.

III. AGENDA REVIEW / UPDATES OR APPROVAL – Director Monahan announced that the estimates for playground repairs were tabled at the May 21, 2024, Regular Meeting due to the Board’s request for additional estimates for consideration. There were no updates to the agenda. Upon motion duly made Director Deeds, seconded by Director Johnston, upon vote, unanimously carried, the agenda was approved as written.

IV. VACANT DIRECTOR POSITION

- a. The Board considered applicants for the vacant Director position and asked those present to introduce themselves and explain their reasons for running for the Board of Directors.
- b. Following discussion, upon motion duly made by Director Monahan, seconded by Director Deeds, upon vote, unanimously carried, the Board appointed Aaron Jones to the Blackstone Metro District Board of Directors. Ms. Murphy administered the Oath.
- c. The Board discussed the appointment of officers and made the following appointments:
 - Upon motion duly made by Director Monahan, seconded by Director Johnston, upon vote, unanimously carried, Director Deeds was appointed President.
 - Upon motion duly made by Director Deeds, seconded by Director Liles, upon vote, unanimously carried, Director Monahan was appointed Vice President.
 - Upon motion duly made by Director Monahan, seconded by Director Deeds, upon vote, unanimously carried, Director Liles was appointed Secretary.
 - Upon motion duly made by Director Monahan, seconded by Director Johnston, upon vote, unanimously carried, Director Johnston was appointed Treasurer.

V. LANDSCAPE REPORT

- a. Ben Zand, Account Manager with LandTech Contractors, LLC, reported on recent landscape activities, including the completion of rock refresh, pruning, spring flower installation, and native beauty band mowing. He also outlined upcoming services such as fertilization, weed control applications, and a second round of pruning. Mr. Zand noted that service days will now

be Tuesday through Thursday to accommodate inclement weather and informed the Board of his inability to attend the Regular Meeting scheduled for July 16, 2024. The Board also discussed the damaged turf at Woodland Elementary School and requested Westwind Management to contact the school to verify repair plans.

1. Mr. Zand provided an update on the recent tree warranty drive.
2. The Board discussed sharing LandTech's proposal for tree replacements, derived from the warranty drive, with the Landscape Committee for review and recommendations.
3. The Board tabled consideration of the sod installation proposal at Monahan pending further information.

VI. PUBLIC COMMENT

- An owner requested an update on communication between the Landscape Committee and LandTech. Mr. Zand confirmed that a response had been sent prior to the meeting.
- An owner proposed delaying the installation of new and replacement trees in the community.
- An owner pointed out an error in the April 16, 2024, Special Meeting minutes and requested a revision.
- An owner inquired about the absence of a community pool separate from the Country Club within the District.
- An owner asked about potential options for community amenities to be located in the open space near Hilltop Park. White Bear Ankele Tanaka & Waldron stated they would review the agreement to verify the opportunity to utilize the space.

VII. FINANCIAL REPORT

- a. Mr. Bourgouin presented the financial statements updated as of May 31, 2024. Upon motion duly made by Director Liles, seconded by Director Deeds, upon vote, unanimously carried, the Board accepted the financial statements as submitted by CliftonLarsonAllen LLP.
- b. Following discussion, upon motion duly made by Director Liles, seconded by Director Monahan, upon vote, unanimously carried, the 2023 audit was approved subject to final legal review.
- c. The Board discussed the issuance of credit cards. Upon motion duly made by Director Monahan, seconded by Director Deeds, upon vote, unanimously carried, the Board approved Director Johnston as a second card holder.
- d. The Board deliberated on bill payment approval authority. Upon motion duly made by Director Johnston, seconded by Director Liles, upon vote, unanimously carried, Director Johnston was designated as the primary approver, with Director Liles appointed as the secondary approver.
- e. Other Financial Matters – Director Johnston inquired about the water cost-sharing agreement between the District and the Blackstone Country Club. Director Liles requested training from CliftonLarsonAllen LLP specifically on Bill.com.

VIII. MANAGEMENT REPORT

- a. Ms. Devine presented the District Management Report.
- b. The Board reviewed estimates from Rocky Mountain Playground Services for risk management signs at Canyon and Hilltop Park. No action was taken.
- c. The Board reviewed estimates from Rocky Mountain Playground Services for playground repairs. Director Liles updated the Board on the recent meeting with the vendor concerning these repairs, recommending the replacement of mulch at Hilltop and Country Club Park, as

well as the removal of chains from the toddler swing set at Hilltop Park. Upon motion duly made by Director Monahan, seconded by Director Deeds, upon vote, unanimously carried, the Board authorized Director Liles to procure and approve proposals for playground mulch.

- d. The Board reviewed the Operations Summary.
- e. The Board reviewed the Delinquency and Compliance Report.
- f. The Board tabled the review of revised compliance letter templates until the Directors had more time to thoroughly review them.
- g. There were no fee waiver requests for consideration.
- h. There were no other management matters.
- i. Other Management Matters

IX. CONSENT AGENDA

The Board asked to exclude item a. Approval of April 16, 2024, Special Meeting Minutes pending revision by White Bear Ankele Tanaka & Waldron as requested by an owner. Upon motion duly made by Director Monahan, seconded by Director Johnston, upon vote, unanimously carried, the Board approved the consent agenda items as follows:

- a. Approve May 21, 2024, Regular Meeting Minutes
- b. Approve and Ratify Payment of Claims in the amount of \$169,775.04

X. COMMITTEE REPORTS

- a. Landscape Committee
 - 1. Capital Projects
 - 1. Median and Entryway Project Updates – Ms. Hesketh provided updates, noting the completion of the punch list and ongoing irrigation issues.
 - i. The review of the punch list and authorization of the notice of final payment was tabled to a later date due to the unavailability of the official punch list.
 - ii. The Board considered Change Order No. 5. Upon motion duly made by Director Johnston, seconded by Director Monahan, upon vote, unanimously carried, the Board authorized Directors Deeds and Liles to approve the change order at their discretion, outside of a meeting.
 - 2. The discussion on capital projects was paused pending additional information regarding the RFP for median design plans.
 - 3. Ms. Devine updated the Board on the status of the RFP for median design plans, noting that it still needed finalization.
- b. Architectural / Design Review – Director Monahan reported on the review of a violation initially identified as weeds, which the owner clarified to be a native/pollinator garden. The committee decided that the owner could retain the garden as it did not constitute a compliance violation.
- c. Social Committee – Ms. Morgan provided recent updates, highlighting the successful Summer Kickoff Event and announcing the upcoming Movie in the Park scheduled for June 22nd.
- d. Website Committee – Following discussion, upon motion duly made by Director Monahan, seconded by Director Liles, upon vote, unanimously carried, the Board approved the Resolution Establishing a Website Committee and appointed Director Jones as the committee chair.

XI. LEGAL REPORT

- a. Ms. Murphy presented the amended procurement policy. Upon motion duly made by Director Monahan, seconded by Director Deeds, upon vote, unanimously carried, the Board approved the adoption of the amended and restated procurement policy. The policy includes designating all Directors as Authorized Directors, authorizing 2 Directors for goods and services costing \$2,499 or less, and 3 Directors for goods and services exceeding \$2,500.
- b. Ms. Murphy reviewed the legislative memorandum.
- c. There were no other legal matters.

XII. PUBLIC COMMENT

- An owner requested a rearrangement of the agenda.
- owner inquired whether specific topics could be discussed in an executive session.
- An owner sought clarification on the District's authority to enforce vehicle regulations and emphasized the need for more information and education for community members.

XIII. OTHER BUSINESS

- There was no other business reported.

XIV. ADJOURNMENT

- a. Upon motion duly made by Director Monahan and seconded, upon vote, unanimously carried, the Board adjourned the meeting at 8:28 pm.

Minutes approved: _____ Date: _____