

MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS

OF

HIGH PLAINS METROPOLITAN DISTRICT

Held: Thursday, November 15, 2018, 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:

Kevin McGlynn
Drew Messerli
Frank McGuinn

Director O'Neill was absent. All Director absences are deemed excused unless otherwise noted in these minutes.

Also present were Clint C. Waldron, Esq. and Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Ben Houghton, CliftonLarsonAllen, LLP, District Accountant; and Irene Borisov, Summit Management & Consulting, District Manager.

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 regular meeting of the Board of Directors of the High Plains Metropolitan District was called 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 noted that a quorum was present and 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.

Public Comment

Mr. Stones stated he met the new owner adjacent to Tract O, and the new owner's understanding was that Tract O is an easement and can never be built on. He mentioned that perhaps the Board consider offering it to her (the new owner) as he is concerned about using the lot for another home.

Mr. Shadwell noted that the residents are finding it very difficult to communicate with the District and The manager is not getting back to residents in a timely manner. It was also noted that the residents would like a quicker turnaround time from the Manager.

Discuss Board Vacancy and Consider Appointment to Fill Vacancy

The Board engaged in general discussion regarding the vacancy on the Board. The Board received letters of interest from Shawn McGoff, Ian Young and Trevor Garbers. The Board determined to defer the Board appointment until December when the candidates can attend.

Discuss Status of Park Design and Monument Design (Architerra)

Ms. Dominguez provided an update to the Board on the status of the Monument Design. She informed the Board that she is finalizing the bid package to go out to bid next month. She noted that the letters have been adjusted from 30" to 36" and the monument has been adjusted slightly on the site. Ms. Dominguez discussed the proposed traffic signal location which may block a portion of the sign. She asked if the Board would like to up-light the columns. After discussion, the Board directed Ms. Dominguez to add up-lights on the columns and to add electrical outlets for holiday lighting.

Ms. Dominguez provided an update to the Board on the status of the Park Design. She informed the Board that the pre-submittal meeting with the City of Aurora is complete and Architerra is putting together an initial planning submittal for the City's review and will then finalize the

CD's. The CD's are currently at 60%. She also noted that the engineer is putting together a drainage report and the project will bid middle to late spring with a completion timeline of late summer.

Consent Agenda

Mr. Waldron presented the items on the consent agenda to the Board. 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 motion duly made and seconded, the following items on the consent agenda were unanimously approved and adopted:

- Approve August 28, 2018 Special Meeting Minutes and September 24, 2018 Special Meeting Minutes
- Review and Consider Ratification and Approval of Payment of Claims represented by checks and online payments in the amount of \$229,362.84
- Approve Notice to Electors Pursuant to § 32-1-809, C.R.S.
- Ratify Proposal from Cox for Removal of Dead and Dying Plant Material
- Ratify Proposal from Cox for Additional Holiday Lighting
- Approve Resolution Adopting a Personal Data Privacy Policy
- Ratify License Agreements with Givens (27850 E. Links Place) and Gaccione (27849 E. Links Place) for Tract M, Filing No. 2

Landscape Maintenance

Landscape Maintenance Report

Mr. Cox reviewed the landscape maintenance report with the Board. He noted that Holiday lighting is up, but it still needs a few tweaks. Spectrum lighting is in the process of repairing some of the lights and outlets. It was noted the District owns the new lights and decorations. Mr. Cox also noted that they installed additional mulch at no cost to the District.

Discuss, Review and Approve Work Orders/Proposals

None.

Other Landscape Maintenance

None.

Facilities Management/District Operations

District Manager’s Report

Ms. Borisov reviewed the District manager’s report with the Board. Director McGlynn noted there are gaps in the sidewalks that need to be repaired. Ms. Borisov informed the Board that quotes have been requested to seal the stamped concrete. She also informed the Board that she is having the posting sign replaced and the benches, trash cans and tables are beginning to fade so she is having them looked at to be refinished.

Report on “Gatehouse” Maintenance

Ms. Borisov informed the Board that the inspection of the “Gatehouse” has been scheduled.

Review Xeriscape Guidelines

Ms. Borisov reviewed proposed guidelines from Lee Design Group. The Board requested Ms. Borisov move forward with more defined guidelines.

Covenant Enforcement/Architectural Review Matters

Ms. Borisov reviewed the Covenant Enforcement Report with the Board. She noted that there has been continuing requests for sheds from the residents. The Board reviewed the request from 7821 S. Queensburg to keep the shed that they have already installed. Following discussion, the Board determined to enforce the covenants as written and denied the request.

Following discussion, upon a motion duly made and seconded, the Board determined not to revise the covenants and guidelines to incorporate sheds.

Discuss Proposal for District Website

Ms. Borisov reviewed the District Website Proposal with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal from Heather Sosa.

Insurance – Consider Approval of Property and Liability Schedule and Limits

Mr. Waldron reviewed the 2019 Property and Liability Schedule and Limits with the Board. Following discussion, upon a motion duly made and seconded, that Board unanimously approved the Property and Liability Schedule with changes to the deductible options.

Other Facilities Management

None.

Financial Report/Financial Matters

Financial Statements/Cash Position

Mr. Houghton reviewed the Cash Position Report with the

Report	Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the cash position report.
Conduct Public Hearing on 2018 Budget Amendment	Director McGlynn opened the public hearing on the 2018 Budget Amendment. Mr. Waldron noted that the public hearing was published in accordance with Colorado law in the <i>Aurora Sentinel</i> on November 8, 2018. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.
Consider Adoption of Resolution Amending 2018 Budget	Mr. Houghton reviewed the proposed 2018 Budget Amendment with the Board. Following discussion, upon motion duly made and seconded, the Board approved the resolution amending the General Fund to \$973,000 and the Capital Project – Regional Improvement Fund to \$63,000.
Conduct Public Hearing on 2019 Budget	Director McGlynn opened the public hearing on the 2019 Proposed Budget. Mr. Waldron noted that the public hearing was published in accordance with Colorado law in the <i>Aurora Sentinel</i> on November 8, 2018. No written objections have been received prior to the meeting. The Board heard from homeowners with various public comment, following public comments the hearing was closed.
Consider Adoption of Resolution Approving 2019 Budget	Mr. Houghton reviewed the proposed 2019 Budget with the Board. Following discussion, upon motion duly made and seconded, the Board approved the resolution adopting the budget, appropriating funds therefor and certifying 30.000 mills for the general fund and 35.000 mills for the debt service fund, and 1.105 for contractual obligations.
Consider Auditor Proposals for 2018 Audit	Mr. Houghton reviewed the 2018 Auditor Proposal with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposal not to exceed \$4,950.
Other Financial Matters	None.

Legal Matters

Consider Adoption of 2019 Annual Administrative Resolution	Mr. Waldron reviewed the 2019 Annual Administrative Resolution with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the resolution with a revised monthly regular meeting schedule.
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Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services

Mr. Waldron reviewed the Engagement Letter with White Bear Ankele Tanaka & Waldron with the Board. Mr. Waldron noted specifically that the arbitration provision had been revised to make it clear that arbitration applies to this engagement letter as well as any prior engagement with the District. Mr. Waldron also noted and discussed the addition of the representative client list section. Mr. Waldron stated that as she/he is not independent as to the engagement, the Board is advised to have separate legal counsel review the engagement letter. The Board declined to engage separate legal counsel to review the letter. After discussion, upon a motion duly made by Director McGlynn, seconded by Director McGuinn, and upon a vote, unanimously carried, the Board approved the engagement letter with White Bear Ankele Tanaka & Waldron.

Other Legal Matters

None.

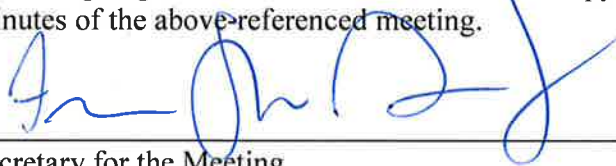
Discuss Process and Possible Meeting to Review Proposals and Select Landscape Architect for Median Redesign

Mr. Waldron provided an update on the Median Redesign to the Board. He noted a request for proposals was sent to four landscape architect firms with the objective to refresh the landscaping and irrigation (as needed) for the medians and rejuvenate the entryways. A mandatory pre-proposal meeting was held on October 26th, and Architerra and Consillium Design attended, along with a member of the Board, members of the landscape committee and COX Landscaping. Mr. Waldron noted that proposals are due on November 30th at noon. Following discussion, the Board requested that a special meeting be scheduled for December where the Board and landscape committee can review the proposals and interview representatives of the two firms.

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 24th day of January, 2019.