

MINUTES OF A SPECIAL MEETING OF THE BOARD  
OF DIRECTORS

OF

HIGH PLAINS METROPOLITAN DISTRICT

Held: Thursday, April 16, 2020, at 6:00 p.m. via  
Teleconference.

Due to the Executive Order issued by Governor Polis on March 25, 2020, requiring all residents of the State of Colorado to stay-at-home to minimize the spread and impact of COVID-19, and the Updated Public Health Order 20-24 implementing the Executive Order, issued by the Colorado Department of Health and Environment (CDPHE) on March 26, 2020, 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:

Drew Messerli  
Josie O'Neill  
Pascal Dengah

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; Erik Hofstetter, Creative Visions; 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 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:

- March 24, 2020 Special Meeting Minutes
- Claims Listing in the Amount of \$167,319.09
- Pay Application No. 6 from Arrow – J Landscape & Design, Inc.
- First Amendment to Independent Contractor Agreement with Cox Professional Landscape Services, LLC for Landscape Management and Snow Removal Services
- Contractor Agreement with Cox Professional Landscape Services, LLC for Entryway Landscaping Project
- Independent Contractor Agreement with Lee Design Group, LLC for Design Review Services

**Capital Improvements**

Update on Park and Monument Sign Construction and Schedule

Ms. Murphy reviewed the monument sign and park schedule with the Board. The Board engaged in general discussion regarding the “S” on the monument sign. It was noted the lettering had been installed according to the approved plans. Ms. Murphy noted that the monument sign is expected to be completed in early May and the park in mid-June.

Update on Entryway Project Construction and Schedule

Ms. Murphy updated the Board on the Entryway Project Construction and Schedule noting that the contract is complete and construction is scheduled to be completed by July 1, 2020.

Discuss Park Sign Options and Park Name

Mr. Hofstetter reviewed the proposal from Creative Visions with the Board noting that the size of the sign may require an amendment to the final development plan and the number

of additional signs may present a problem. The Board engaged in general discussion regarding park signs options. Following discussion, upon a motion duly made and seconded, the Board directed Mr. Hofstetter to work with Mr. Cox to prepare a proposal to present at the next meeting.

The Board engaged in general discussion regarding naming the park. Director Dengah suggested a community survey. Following discussion, upon a motion duly made and seconded, the Board unanimously directed Ms. Borisov to send a survey to the community.

**Landscape Maintenance Matters**

Landscape Maintenance Report Mr. Cox reviewed the Landscape Maintenance Report with the Board. Mr. Cox noted that he is continuing to work with Mr. Howey on the tree replacement list and pest prevention. Mr. Cox also noted that work on the irrigation system is ongoing, rock installation on Tract O is completed, and entryway construction will start next week. The Board engaged in general discussion regarding the damage to sidewalk and curb near the entryway construction site. Mr. Cox noted that the damage could impact the improvements being installed in that area. The Board directed Ms. Borisov to reach out to the City to see how they would like to proceed and requested Mr. Cox to provide documentation of the damage.

Discuss, Review and Approve Work Orders/Proposals None.

Tree Planting Master Plan Tree Proposal Deferred.

Other Landscape Maintenance None.

**Facilities Management/District Operations**

District Manager’s Report Ms. Borisov reviewed the District Manager’s Report with the Board noting Mr. Howey provided a list of trees to be installed in the community, which will be incorporated into the updated design guidelines.

Covenant Enforcement/Architectural Review Matters Ms. Borisov presented a summary of covenant enforcement matters. No action was taken.

Review 2019 District Highlights Summary

Ms. Borisov discussed the 2019 District Highlights summary. The Board asked that the highlights be finalized and sent out to the residents.

Other Facilities Management

Ms. Borisov reviewed resident questions about common areas and park maintenance with the Board.

Mr. Waldron noted that the District is waiting until the growing season starts to see if all the plant material comes in and if the erosion areas have been properly reseeded at the new Lennar area park.

Ms. Borisov reviewed the Waste Management contract which is currently through 2023 noting that the goal is to see if the contract can be renegotiated to a lower rate.

**Legal Matters**

Discuss and Consider Adoption of Electronic Signature Policy

Mr. Waldron reviewed the Resolution Adopting an Electronic Signature Policy with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution.

Update on 2020 Director Election

The Board engaged in general discussion regarding the election process.

Other Legal Matters

None.

**Financial Report/Financial Matters**

Consider Acceptance of Unaudited Financial Statements

Ms. Bartow reviewed the March 31, 2020 unaudited financial statements and cash sheet with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the March 31, 2020 unaudited financial statements and cash sheet.

Other Financial Matters

None.

**Public Comment**

A homeowner asked about damage to property from snow removal in the community. Mr. Waldron noted the District has reached out to the City regarding indemnification requirements if the District contractor damages the curb or gutter or other City improvements.

A homeowner asked if improvements are being done to the roundabouts in the entryway off E. Smoky Hill Road and S. Country Club Parkway and asked if Mr. Cox could outline

the planting plan for this year. Director Messerli stated that the roundabouts are being done at a later time and the entryway project will be according to plan. Mr. Cox stated that he was going to follow the planting plan from last year.

A homeowner inquired about adding berms to the trees on the new monument sign. Ms. Hesketh noted that Architerra is providing a proposal for review by the Landscape Committee.

A homeowner asked if the Board is concerned about offending residents by improving the new park while not making improvements to the other parks. Director Dengah noted that the District does not own the Lennar Park. Director Messerli also noted that the other park is part of Phase 2, and that this is not an exclusion it's just part of a different phase of improvements within the community.

**Directors Items/Other Business**

None.

**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.

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Secretary for the Meeting

The foregoing minutes were approved on the 14th day of May, 2020.