

MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS

OF

HIGH PLAINS METROPOLITAN DISTRICT

Held: Thursday, April 21, 2016, at 6:00 p.m. at 7777 S.  
Country Club Pkwy, Aurora, CO 80016

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  
Kevin Vogel  
Kevin Cahill  
Josie O'Neill  
Kevin Means (arrived when indicated)

Also present were Clint C. Waldron, Esq., White Bear Ankele Tanaka & Waldron, Professional Corporation, Irene Borisov, Summit Management & Consulting; Sarah Hunsche, CliftonLarsonAllen, LLP and Kevin Cox, COX Pro Landscaping, LLC.

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.

Agenda

The Board reviewed the proposed agenda. Following discussion, upon motion duly made and seconded, the Board unanimously approved the agenda.

Public Comment

Several members of the public were present for the meeting. Members of the public voiced concerns and questions regarding commercial vehicles parking in driveways, construction damage to City and District property, covenant enforcement related to vacant homes and the ARC submittal process and cost.

Consent Agenda

Upon motion duly made and seconded, the Board unanimously approved all items on the consent agenda as follows:

- a. Approve December 9, 2015 Meeting Minutes
- b. Review and Consider Ratification and Approval of Payment of Claims represented by online payments and check nos. 1524-1538 in the amount of \$87,594.98 from CliftonLarsonAllen and check nos. 4092-4132 and online payments in the amount of \$166,590.71 from Summit Management and Consulting, LLC
- c. Ratify/Approve Work Order No. 15 to COX Landscaping Services, LLC Contract in the amount of \$1,221.00 for the Repair of Wash-out Damage between Powhatan Road and Queensburg Way and Installation of "Breeze"
- d. Ratify/Approve Work Order No. 16 to COX Landscaping Services, LLC Contract in the amount of \$450.00 for per application for Vole Abatement Treatment
- e. Approve Fourth Amended and Restated Resolution of the Board of Directors Concerning the Imposition of District Fees
- f. Approve Resolution Designating the District's 24-Hour Posting Location

**Financial Report/  
Financial Matters**

Review Cash Position Report

Ms. Hunsche reviewed the cash position report with the Board. Following discussion, upon motion duly made and seconded, the Board accepted the cash position report.

Approve 2015 Auditor  
Engagement of L. Paul Goedecke,  
P.C.

Ms. Hunsche presented the Board with an engagement letter from L. Paul Goedecke, P.C. to conduct the 2015 audit. Following discussion, upon motion duly made and seconded, the Board approved the engagement.

Review December 31, 2015  
Financial Statements

Ms. Hunsche presented the Board with the December 31, 2015 financial statements. Following discussion, upon motion duly made and seconded, the Board accepted the financials.

Bill.com Proposal

Ms. Hunsche presented the Board with the Bill.com proposal. Following discussion, upon motion duly made and seconded, the Board approved using Bill.com and authorized Ms. Hunsche to close the Guaranty Bank account and authorized the transfer of funds to FirstBank. This will allow the District to simplify the accounting process by providing Ms. Hunsche's office direct oversight over the operating account, with all invoices processed and tracked by Ms. Hunsche's office. The District manager will be able to make deposits into the FirstBank account,

but will no longer process invoices or have withdrawal capabilities.

Discuss Rebate of Operation Fees

The Board engaged in discussion regarding the rebate of operations' fees. Following discussion, upon motion duly made and seconded, the Board approved the rebate subject to confirmation of the rebate amount.

Other Financial Matters

The Board requested that discussion of operations fees be added to the next agenda.

\*Director Means arrived.

### **Landscape Maintenance**

Review Landscape Maintenance Report

The Landscape Maintenance Report was reviewed with the Board. It was noted that the plant audit would begin and continue over the next 1-2 months and that trimming of the bushes and the application of fertilizer would also be completed within the same timeframe.

Discuss, Review and Approve Work Orders/Proposals

COX Proposal for 2016 Plant Care

A proposal for 2016 Plant Care was presented to the Board for consideration. Following discussion, upon motion duly made and seconded, the Board approved the proposal.

COX Proposal for 2016 Flowers

A proposal for 2016 Flower was presented to the Board for consideration. Following discussion, upon motion duly made and seconded, the Board approved the proposal in an amount not to exceed \$25,000 inclusive of repairs and flowers and authorized Director McGlynn to approve the final proposal.

COX Proposal for Wood Mulch Refresh

A proposal for Wood Mulch Refresh was presented to the Board for consideration. Following discussion, upon motion duly made and seconded, the Board approved the proposal.

COX Proposal for Cobble Strip Along Powhatan Common Area

A proposal for a Cobble Strip Along Powhatan Common Area was presented to the Board for consideration. Following discussion, upon motion duly made and seconded, the Board approved the proposal.

COX Proposal for Median Project

A proposal for the Median Project was presented to the Board for consideration. Following discussion, the Board determined to defer the proposal and requested that Mr. Cox provide additional pricing alternatives.

COX Proposal for Breeze Path A proposal for the Breeze Path was presented to the Board for consideration. Following discussion, upon motion duly made and seconded, the Board approved the proposal.

Discuss Water Usage Tracking and Reconciliation The Water Usage Tracking and Reconciliation Report was reviewed. The Board engaged in discussion. It was noted that all of the new meters have been installed and COX will do weekly meter reads once the water is turned on.

Other Landscape Maintenance The Board requested that Mr. Cox provide the Board with an updated tree mulching proposal and a proposal for the cut-through.

It was noted that the lenses on the lights at the monument need to be cleaned.

**Facilities Management/District Operations**

Review District Manager's Report Ms. Borisov reviewed the District Manager's Report with the Board. Ms. Borisov presented the Board with FirstBank signature cards and reviewed the terms. Following discussion, the Board approved the District operating account with FirstBank and approved all current Directors and Summit Management & Consulting to be on the signature cards.

Covenant Enforcement Ms. Borisov gave a general update. No action was taken.

Architectural Review Matters The Board considered a variance request for a 4'2" fence at 27565 E. Jamison Circle. Following discussion, upon motion duly made and seconded, the Board denied the request.

Discuss, Review and Approve Work Orders/Proposals Ms. Borisov presented the Board with a proposal for the inspection of the detention pond from Bowman Engineering. Following discussion, upon motion duly made and seconded, the Board approved the proposal in an amount not to exceed \$1,000.

Collection/Delinquent Accounts Ms. Borisov presented the Board with an update. No action was taken.

Other Facilities Management It was noted that the annual garage sales are scheduled for June 10<sup>th</sup> and 11<sup>th</sup> and September 9<sup>th</sup> and 10<sup>th</sup>.

The Board also engaged in discussion regarding a petition for a basketball court. The Board requested proposals from architects to review the options.

The Board engaged in discussion regarding the District's insurance. Following discussion, upon motion duly made and seconded, the Board instructed Ms. Borisov to see if she can engage Ms. Gibbons to review the District's insurance.

**Legal Matters**

Discuss Aurora Regional Improvement Authority and Proposed Improvements

The Board engaged in general discussion. No action was taken.

Consider Approval of License Agreement for Century Sign

Mr. Waldron presented the Board with the License Agreement for the Century Sign for consideration. Following discussion, upon motion duly made and seconded, the Board approved the agreement, subject to a \$1,000 per year license fee.

Discuss Irrigation and Landscape Maintenance Agreement for NAC, Filing No. 1

The Board engaged in general discussion and authorized legal counsel to discuss further with the City of Aurora.

Other Legal Matters

None.

**Director's Items**

Other Director Items

None.

**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.

  
Secretary for the Meeting

The foregoing minutes were approved on the 19<sup>th</sup> day of May, 2016.