

RECORD OF PROCEEDINGS

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
HIGH PLAINS METROPOLITAN DISTRICT
HELD
March 18, 2021**

A special meeting of the Board of Directors of the High Plains Metropolitan District was held Thursday, March 18, 2021, at 6:00 p.m. Due to current circumstances related to COVID-19, this meeting was held electronically via Zoom. The meeting was open to the public.

In attendance were Directors:

Shawn McGoff
Josie O'Neill
Bret Erickson
Maria Elena Daniels

Excused Absence:
Jill Shadwell - traveling

Also, in attendance were:

Residents

Call to Order The special meeting was called to order at 6:02 p.m.

Declaration of Quorum

A quorum was confirmed.

Disclosures and Potential Conflicts of Interest

No new disclosures.

Agenda Revisions, Approval

Following discussion and the addition of a discussion about Cherry Creek School easement, upon a motion duly made by Director Erickson, seconded by Director Daniels, and upon vote unanimously carried, the Board approved the Agendas.

Public Comments

Kathleen Morgan expressed concerns about RowCal, Mailboxes, Snow Removal, District Taxing Role, and a request to have the Board hold a town hall. She asked that Director McGoff please email her to discuss further. Director McGoff responded that they will consider these requests and will be redoing the website to create a more centralized area that owners can obtain information.

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Frank Fair asked about snow removal responsibilities on the sidewalks and asked if the new landscape company could provide a deal on trees for the owners as well as the District. Director McGoff mentioned that this cannot be done through the District but that owners can get together and request this from the landscape company directly.

Consent Agenda

Approve February 18, 2021 and March 5, 2021 Special Meeting Minutes

Approve Payable Listing in the Amount of \$54,927.71

Following discussion, upon a motion duly made by Director McGoff, seconded by Director O'Neill, and upon vote unanimously carried, the Board approved the Consent Agenda.

Financial Report/Financial Matters

Review and Consider Acceptance of Unaudited Financial Statements

Mr. Bourgouin reviewed the financial report with the Board. Taxes are due May/June, but they are not sure what the 2021 split payment might be per the governor's direction, they will take a closer look into this.

Other Financial Matters

After discussion, upon a motion duly made by Director Erickson, seconded by Director O'Neill, and upon vote unanimously carried, the Board approved the 2021 February financials as presented.

Legal Matters

Discuss the District Procurement Policy

Mr. Waldron went over the policy with the Board and asked that they make several decisions before the policy could be approved. The Board agreed to use Table 1 as shown in the proposal and to have section 5B match table 1 as well. Following discussion and subject to these changes, upon a motion duly made by Director McGoff, seconded by Director O'Neill, and upon a vote unanimously carried, the Board approved the District Procurement Policy.

Other Legal Matters

Cherry Creek School District has asked the District Board to approve an easement on the back side of the park on Blackstone Parkway & Nova. This would allow grading the hill into the existing walkway instead of building an additional wall. Director Erickson asked about water runoff. Mr. Waldron mentioned that storm water management plans would be approved and monitored by the City. Following discussion, the Board determined that granting the easement would be in the best

interests of the District and asked Mr. Waldron to work with the School District on finalizing the easement for final Board review and approval.

Facilities Management/District Operations Report

Management Report: RowCal

Mrs. Borisov reported that the transition has been ongoing and growing well with a few hiccups here and there. The Board will be able to see a version of the management report that comes from the CINC system at the April meeting. She mentioned that the recordings were uploaded to the website by Heather Sosa, but they are very big files and really need to be supported in a different format (YouTube or other).

Board Action Items

2021 Capital Spending Plan

Director McGoff provided feedback on the following list of items:

- Park Lighting: this has been tabled until there are more concrete plans for the school site. Director Daniels asked management to have the District's lighting vendor "**Full Spectrum**" provide some options and ideas with estimated costs for the addition of lights to this small community park.
- Director Daniels asked management to have the District's handyman investigate the slide and roof for possible repairs that are needed.
- Tree Plan: Bret and the landscape committee are working with the new landscape contractor (**Landtech**) on getting proposals for these 400 trees (**3 phases**). Once provided, it will be circulated to the Board for review and approval.
- Mail Kiosks & Lighting: Shawn is working on getting proposals for this project.
- Park Signs: This has been completed per the landscape committee.
- Entryway Enhancements: Landscape committee is working with Lesanne from Architerra to have them walk the tracts and provide the Board with a punch list of items that need to be addressed.

Snow Removal on City Owned Streets: Director Daniels followed up with Landtech. - It will take 8-10 hours to plow city-owned streets (Gray Areas, Snow Removal – City of Aurora Map) in Blackstone based on a trigger 2-4" storm. Landtech re-sent a plan with dumping areas for the snow. Landtech recommends starting work for a big storm when accumulation hits 2". Applying deicer when temperatures are below freezing will be another option. Director McGoff started the conversation with the Board about options (spot or seasonal) – no approval or decision was ever reached by the Board; it was all discussion. Now that the landscape company is changing, and the City has finalized the necessary documents with the District – the Board needs to make some decisions on what

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we are looking to do on the city streets and work closely with Landtech and the City to make sure it is all set for the 2021-2022 season. Director McGoff also mentioned that there was no extra money budgeted for snow removal on the streets within the 2021 budget and most landscape companies that remove snow are always billing on a T&M basis (Time & Materials).

District Committee Updates

Landscape Committee

- Survey Results: Director Erickson stated that the committee will have more information at the April meeting along with information that will be sent out to the community. Major concerns were median renovations, replacing dead and missing plant material, removal of grasses and park cleanup.
- Update on Park Signs and Landscaping around Large Sign: Proposed adding signs to the other two parks within the community.
- Update on Lennar tract turnover: Lesanne with Architerra will check grading and planting plans as part of the walk and punch list. Director O’Neill motioned and Director McGoff seconded to approve the engagement of Architerra. Motion passed unanimously. Director McGoff motioned, and Director Erickson seconded to not accept the tracts from Lennar at this time. Motion passed unanimously.
- Landscaping Report: No additional questions for COX.
- 2021-2022 Landscape Maintenance Contract: Landtech has been engaged as the new District landscape vendor and they will begin May 1, 2021. Clint Waldron will work on finalizing the contact for the District.
- Landscape Contractor Transition: Kevin and Ben have spoken several times and the transition between the companies is going well. Ben with Landtech will provide the flowers on the approved \$17K project and provide proposals for the tree replanting.

Design Review Committee

- Residential Guidelines - are in progress, 4/5 members came to the meeting and there should be more information at the April meeting.
- Review Covenant Enforcement Report – questions/discussion – spring postcards will go out before May for any violations that have June extensions.

Advisory Committee

Advisory Committee updates – None.

Social Committee

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- Blood Drive late June
- C-Core Food Bank – once a month during the weekday for April/May & June – volunteers needed.
- Diaper drive – this is not running through the District – owners provide donations or monies directly to the committee.
- Family event and separate kids’ events in summer
- Garage Sale and Dumpster June 4/5
- Pet Rescue Project

Website Committee

- In progress per Director McGoff

Security/Safety Committee

- Neighborhood Watch: separate from the District – still working on finding volunteers to take this committee and work with the City.

Director Items/Other Business

- SARIA/Director McGoff Meeting Update: 3/19/21 meeting (4 hours) – more updates in April.
- WPRA/Director Daniels Meeting Update: 3/3/21
 - YMCA Wheatlands plans to open the facility on May 1st, 2021 – grand opening, May 14th.
 - On February 23rd Kimberly’s office (WPRA) sent an email to Irene with the approved ad for the YMCA membership and Blackstone discount. Irene will follow up by posting the ad.
- Kimberly with the YMCA will email Mrs. Borisov the information about the membership that will go out to the owners within Blackstone. They plan to open the facility May 1st, 2021 – grand opening 14th.
- Board Emails from Residents: Director McGoff had a question from an owner about the bus routes with the new school – referred them to Cherry Creek Schools – City manager.
- Other Director Items: None

Public Comments

- Frank Fair provide the following information:
 - Snow is removed on the common are sidewalks – owners are responsible for theirs, District for areas that abut the District and golf club for their areas.
 - Cox has done a great job – today was just a very big storm that does not happen very often, so it is behind.
- Carol Hesketh provided the following information:

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- Snow should be removed from the streets and public sidewalks on a case-by-case basis – especially when there is a big blizzard event 12+. People need to stop whining about this and agrees with Kathy Morgan.
- When there is no school – there is no snow removal in those bus routes.
- Mailboxes do need to be cleared of snow – the Lennar areas are not yet turned over and till the responsibility of Lennar.
- Kathleen Morgan provided the following information:
 - She is willing to help provide owners information door to door if the District needs that to be done.
 - Asked Mrs. Borisov to investigate the homes that have several BB hoops that are not in use and not being put away.
 - Wanted to thank Jill Shadwell and Maria Elena for all their hard work.

Adjournment

There being no further business, upon a motion duly made by Director Erickson, seconded by Director Daniels, and upon vote unanimously carried, the Board adjourned the meeting at 7:52 p.m.

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

Respectfully submitted,

Secretary for the Meeting
Irene Borisov, CMCA, AMS
District Manager