

RECORD OF PROCEEDINGS

---

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
LEWIS POINTE METROPOLITAN DISTRICT  
HELD  
JUNE 15, 2020**

A meeting of the Board of Directors of the Lewis Pointe Metropolitan District was called and held on Monday, June 15, 2020 at 5:00 p.m., by teleconference.

Attendance In attendance were Directors:  
Amy Jones  
Kress Franzen  
Pete Adler  
Robert Maples  
Tony Garcia

Also in attendance were:  
Kim Herman, Manager and Matt Vigil, Accountant; CliftonLarsonAllen LLP  
Michael Davis; Miller & Associates Law Offices, LLC

Call to Order Upon a motion duly made by Director Adler, seconded by Director Franzen, and upon a vote, unanimously carried, the meeting was called to order at 5:05 p.m.

Approval of Agenda Upon motion duly made by Director Maples, seconded by Director Franzen and, upon vote unanimously carried, the Board approved the agenda as presented.

Legal Matters A. Other - None

Administrative Matters A. Present Disclosures of Potential Conflicts of Interest

The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board and to the Secretary of State. Attorney Davis noted a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute.

## RECORD OF PROCEEDINGS

---

Attorney Davis noted that Directors' Disclosure Statements were filed for all Directors, and no additional conflicts were disclosed at the meeting.

### B. Confirm Location of meeting and Posting of Meeting Notices

Following discussion, upon motion duly made by Director Franzen, seconded by Director Jones and upon vote, unanimously carried, the Board determined that they would continue to have virtual meetings, as opposed to meeting in person for the time being. For future meetings to be held on August 17 and November 16<sup>th</sup> at 5:30 p.m., a location would be determined at a later time.

### C. Review and Approve May 11, 2020 Special Board Meeting Minutes

Following review and discussion, upon motion duly made by Director Franzen, seconded by Director Adler and, upon vote unanimously carried, the Board approved the May 11, 2020 Special Board Meeting Minutes as presented.

### Public Comment

There were no public comments.

### Financial Items

#### A. Review and Ratify Approval of the Payment of Claims

The Board requested that Director Robert Maples and Director Anthony Garcia to receive access to Bill.com and receive permissions to approve invoices. Following review and discussion, upon a motion duly made by Director Jones, seconded by Director Franzen and, upon vote unanimously carried, the Board approved payment of the claims and ratification as necessary, totaling \$102,186.22.

#### B. Review and Approve 2019 Audit

Mr. Vigil reviewed the 2019 Audit with the Board.

Following review and discussion, upon a motion duly made by Director Franzen, seconded by Director Garcia and, upon vote unanimously carried, the Board approved the 2019 Audit.

### Management Matters

#### A. Landscaping Update/Report from Landscaping Committee a. Update regarding Boring Damages

Ms. Herman and Director Adler provided the Board with the Landscaping Report and an update from the Committee.

## RECORD OF PROCEEDINGS

---

Ms. Herman reported receiving approval from Henkels and Adams 12 to increase the reimbursement from the boring damage to 80%, however noted they were requesting the signing of a document waiving any rights to additional claims. It was discussed that additional damage has been found and the Board would not be waiving any rights and requested Ms. Herman notify both parties and request additional reimbursement.

Ms. Herman informed the Board that there are dead trees located throughout the common areas. After discussion, the Board directed staff to leave the trees in case any are alive but in shock due to the rough winter. There is no action at this time.

The Board discussed the proposal from Double Eagle, Inc. for mulch in the amount of \$22,145, however the proposal was tabled until after the transition of management and accounting was complete.

### B. Design Review Update

Director Jones provided the Board with an update, noting that the Committee was up and running.

Director Jones reviewed Resolution regarding an Amendment to the Architectural Review Guidelines. Changes in the Guidelines was discussed, noting a change to garage doors and disallowing parking to occur on rocks next to driveways and garages. Following review and discussion, upon a motion duly made by Director Jones, seconded by Director Franzen and, upon vote unanimously carried, the Board adopted the Resolution regarding an Amendment to the Architectural Review Guidelines.

### C. Covenant Enforcement Update

The Board discussed questions regarding the Covenant Enforcement report, including the removal of tree stakes. It was requested that information should be posted online to educate the community.

The Board fielded questions about residents parking on rock/ next to their driveways.

The Board fielded questions about trees in the District.

### D. Review and Approve Agreement for Management and Accounting Services between the District and Wolfersberger, LLC, effective July 1, 2020

Following review and discussion, upon a motion duly made by Director Maples, seconded by Director Franzen and, upon vote unanimously carried, the Board approved the Agreement for Management and Accounting Services between the District and Wolfersberger, LLC, effective July 1, 2020.

### Other Business

The Board confirmed Quorum for next Board Meeting August 17, 2020, which will likely be virtual.

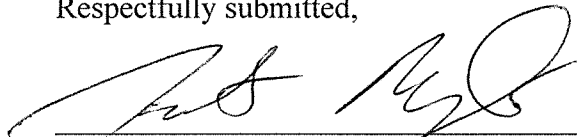
RECORD OF PROCEEDINGS

---

Adjournment

Director Jones motioned to adjourn the special meeting, second by Director Adler the Board unanimously approved the motion and the meeting adjourned at 7:04 pm.

Respectfully submitted,

A handwritten signature in black ink, appearing to be 'R. J. Jones', written over a horizontal line.

Secretary for the Meeting