

# **LEWIS POINTE METROPOLITAN DISTRICT**

## **Regular Board Meeting Minutes**

Meeting Date: Tuesday May 3, 2021

Meeting Time: 5:32pm to 7:34pm

Meeting Location: Online video conference

### **I. Call to Order (5:32 pm)**

A regular meeting of the Board of Directors of Lewis Pointe Metropolitan (District) was called and held as shown above and in accordance with the statutes of the State of Colorado. The following Directors were in attendance:

| <b>Directors</b> | <b>Office</b>       | <b>Attendance</b> |
|------------------|---------------------|-------------------|
| Pete Adler       | President           | Present           |
| Amy Jones        | Treasurer           | Present           |
| Anthony Garcia   | Secretary           | Present           |
| Robert Maples    | Assistant Secretary | Present           |
| Shane Sena       | Assistant Secretary | Present           |

Also, in attendance was Charles Wolfersberger (District Manager) and Jennifer Brink with Wolfersberger, LLC; Stephanie Ceccato (General Counsel) with Paul Rufien, PC; Dale Coffman and Mike Hoeffler (Landscape Managers) with Environmental Designs; and Susie Ellis (Covenant Enforcement Manager) with Community Preservation Specialists.

### **II. Roll Call**

The meeting was called to order by Director Adler. Director Adler noted that a quorum of the Board was present, and the Directors confirmed their qualification to serve and, therefore, called the regular meeting of the Board of Directors of the District to order.

### **III. Present disclosures of potential conflicts of interest**

The Board reviewed the agenda for the meeting, following which all directors disclosed no conflicts of interest with the business to be discussed and conducted at the meeting.

### **IV. Public Comments – None**

### **V. Administrative and Contractual Matters**

- 1) Review and consider the minutes for the February 01, 2021 board meeting: The Board reviewed the agenda as presented by the District Manager. Director Adler motioned to approve the agenda as presented. Director Garcia seconded the motion and the Board voted 5-0 to approve the agenda.

- 2) Review and consider March 01, 2021 meeting minutes: The Board reviewed the March 01, 2021 meeting minutes. Director Adler moved to approve the minutes as presented. Director Garcia seconded the motion and the Board voted 5-0 to approve the minutes.

## **VI. Review and Discuss Landscape Projects**

Mr. Coffman and Mr. Hoeffler reported that the tree replacement project (85 trees scheduled to be replaced) would begin the week of May 17<sup>th</sup>. They also reported that the common areas have been aerated, fertilized, sprayed for weeds and irrigation has been turned on. The new ET sprinkler controllers have been installed at each location. Mowing and other landscape services will occur weekly on Thursdays.

The Board noted the perimeter fence line along 144<sup>th</sup> Avenue west of Fairfax Avenue is missing a brick pillar. The Board discussed possibly installing a brick pillar in the fence line where it bends at 14365 Forest St.

The Board noted the weed barrier is exposed in some planter beds – additional mulch is needed. Director Adler noted the landscaping along Fairfax Ave needs to be upgraded.

Director Garcia reported that homeowners have reported a significant amount of water running off of the landscaping along the north side of 141<sup>st</sup> Place at Dahlia Way and into the homeowner's backyards.

Director Jones asked if Environmental Designs could sell trees to homeowners at a bulk rate discount. Mr. Hoeffler indicated that his company could provide trees at a discount if there was enough interested buyers among the homeowners.

## **VII. Policy and Contractual Matters**

1. Review and consider adoption of proposed Board policies: The District Manager presented and briefly reviewed with the Board each of the following proposed Board policies:
  - Policy regarding adoption of policies
  - Policy regarding meeting conduct
  - Policy regarding record retention and inspection
  - Policy regarding conflicts of interest
  - Policy regarding use of emails
  - Policy regarding collections
  - Policy regarding fence ownership and maintenance

Regarding the fence policy, the Board noted the District's fence map was incorrectly marked at E 141<sup>st</sup> Avenue and Elm Street. The Board requested the map be corrected and the policy be re-submitted for consideration at the next board meeting.

Director Garcia moved to approve all policies as presented except for the fence ownership and maintenance policy. Director Jones seconded the motion and the Board voted 5-0 to approve.

## VIII. Financial Matters:

- 1) Status Update- Bond refinance transaction: The District Manger reported that the District completed the refinancing of its bonds on April 6, 2021. The new bonds carry an effective interest rate of 3.5% and annual debt payments will remain flat for the next 27 years at an average annual payment of \$532,750. Principal and interest payments on debt in 2020 was \$888,840. Based on the current average home value of \$557,500 across the 373 homes in Lewis Pointe, the average reduction in property taxes for homes in 2022 is projected to be \$859 (which is in addition to the average savings generated per home of \$217 in 2021).
- 2) Review December 31, 2020 financial statements: The District Manager briefly reviewed the District's annual financial statements with the Board and reported the annual financial statements are currently under audit by BF Borgers, CPA.
- 3) Review April 30, 2021 financial statements: The District Manager briefly reviewed the District's financial statements for the 4-month period ended April 30, 2021.

**Director Adler left the meeting at 7:00pm and asked Director Jones to be in charge and finish out the meeting.**

## IX. Covenant Enforcement

- 1) Architectural Committee - Status Update: Director Jones noted CPS started managing the design review process starting February 1<sup>st</sup>. The Board reviewed and discussed the proposed rules regarding sheds. The proposed rule include:
  - Shed color scheme must be the same as the house
  - Shed roof must match the house (material and color)
  - Sheds must be at least 4 feet away from any property line

Director Maples moved to approve the proposed changes to the Design Guidelines regarding sheds. Director Sena seconded the motion and the board voted 4-0 to approve the motion.

- 2) Covenant enforcement reports: Ms. Ellis reviewed the enforcement report with the Board. To date CPS has opened 99 cases, conducted 342 inspections related to cases, issued 93 notices, and assisted with 12 inquiries needing a field inspection, research, or other information. No property maintenance violation fines have been assessed in 2021.

Ms. Ellis reported that 28 design request forms have been submitted by homeowners in 2021 through April 30th.

Director Sena indicated he was concerned about street parking issues and noise from windchimes. The District manager and Ms. Ellis indicated that all street parking issues can only be enforced by the City of Thornton. The City does not allow the District to conduct street parking enforcement activities.

## X. Community Event Planning

Director Jones reported that she is currently the only member of the Social Committee. However, she has identified 6 or 7 homeowners who are interested in serving on the Committee. Current

neighborhood events planned for this summer are (1) food trucks on Thursday evenings at the park starting May 27<sup>th</sup> and (2) community garage sale on June 11-12.

Director Jones discussed possibly sponsoring a summer block party. However, the City is currently not providing tables and chairs for such events due to COVID concerns.

The Board expressed support for the Committee sponsoring the yard-of-the-month event again this year. The Committee will work out the details on who will be the judges voting each month.

**XI. Directors Matters- None**

**XII. Adjournment (7:34pm)**

There being no further business to come before the Board, and upon motion duly made by Director Jones, the meeting was adjourned. The next board meeting is scheduled for Monday August 02, 2021 at 5:30 pm at the Trail Winds Recreation Center (13495 Holly St, Thornton, Co 80602)

DocuSigned by:  
*Anthony Garcia*  
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Secretary

10/5/2021

Date