

LEWIS POINTE METROPOLITAN DISTRICT

Regular Board Meeting Minutes

Meeting Date: Monday August 2, 2021

Meeting Time: 5:38pm to 8:52pm

Meeting Location: Trail Winds Recreation Center (13495 Holly St, Thornton)

I. Call to Order (5:38 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:

Directors	Office	Attendance
Pete Adler	President	Present
Amy Jones	Treasurer	Present
Anthony Garcia	Secretary	Present
Robert Maples	Assistant Secretary	Present via Phone
Shane Sena	Assistant Secretary	Present

Also, in attendance was Annemarie Tucker (District Manager) and Jennifer Brink with Wolfersberger, LLC; Paul Rufien (General Counsel); Stephanie Ceccato (General Counsel) with Paul Rufien, PC; Jason Johnson (Landscape Manager) with Environmental Designs; and Susie Ellis (Covenant Enforcement Manager) with Community Preservation Specialists; and two homeowners: Scott Nathlich (14184 Hudson Way) and Antonio Esposito (14298 Forest St).

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) Homeowner appeals - 14298 Forest St: The homeowner appealed the Architectural Committee's decision to deny the homeowner's design request form for a shed. The Committee denied the shed because it exceeded the maximum allowed shed area (80 sqft) per section 2.62. The shed requested by the homeowner is 100sqft. The Board agreed to

continue consideration of the homeowners appeal and respond to the homeowner with a decision within 10 days.

Action Item 1: The District Manager will notify the homeowner regarding the Board's decision within the next 10 days.

- 2) Review and consider May 03, 2021 meeting minutes: The Board reviewed the May 03, 2021 meeting minutes. Director Garcia motioned to approve the minutes as presented. Director Sena seconded the motion and the Board voted 5-0 to approve the minutes.
- 3) Review and consider proposed Fence Ownership and Maintenance Policy: The Board reviewed the proposed Fence Ownership and Maintenance Policy. Director Maples motioned to approve the policy as presented. Director Garcia seconded the motion and the Board voted 5-0 to approve the motion.

Action Item 2: The District Manager will post the approved policy on the District's website.

- 4) Review and consider 2022 Administrative Resolution: The Board reviewed the 2022 Administrative Resolution. The Board discussed changing regular meetings to the 2nd Tuesday for the following months February, May, August, and November 2022. Director Jones motioned to approve the Resolution as amended. Director Garcia seconded the motion and the Board voted 5-0 to approve the Resolution.

Action Item 3: The District Manager will update the board meeting calendar on the District's website.

VI. Landscaping and Capital Asset Matters

- 1) Landscape maintenance report - Environmental Designs: Mr. Johnson reported there are currently 15 trees within the community they are monitoring to see whether they will survive. Environmental Design has installed 44 new trees earlier this year. The Board discussed the large number of thistles throughout the common areas. Mr. Johnson reported the landscape crew recently performed a second round of weed chemical treatment to the common areas to address this issue.
- 2) Review and consider proposal from EDI to install/upgrade landscaping at 144th and Fairfax Ave: The Board reviewed the proposal submitted by EDI. The Board requested a revised bid to only include the entrance landscaping with a concrete drain at 144th and Fairfax Ave.

Action Item 4: EDI will submit a revised bid to the Board for consideration.

- 3) Review and discuss landscape projects for 2022: The Board tabled the discussion of this topic until the next regular Board meeting.
- 4) Review and discuss condition of District-owned fence lines: The District Manager reported Fence Consulting Services will be inspecting the perimeter fence lines and preparing a bid to repair the fence lines.

Action Item 5: Fence Consulting Services to submit to the Board a bid to repair the District's fence lines.

VII. Financial Matters

1. Review June 30, 2021 financial statements: The District Manager reviewed the District's July 31, 2021 financial statements with the Board.
2. Status update- 2020 financial statement audit: The District Manager reported that the audit was complete, the auditor reported no issues, and audited financials have been submitted as required by the State of Colorado and posted on the District's website.
3. Review and consider proposal to increase Social Committee's annual budget: The Board discussed the current budget for social events and determined there will be no need to increase the amount for 2021.
4. Review and consider approving issuance of low balance credit cards from Vectra Bank to directors for event management: The Board discussed and requested one credit card with a maximum balance of \$5,000 be issued at this time from Vectra Bank. Director Garcia motioned to approve issuance of one credit card with a \$5,000 credit limit. Director Sena seconded the motion and the Board voted 5-0 to approve the motion.

Action Item 6: District Manager will request Vectra Bank issue one credit card to the Board with a \$5,000 credit limit.

VIII. Covenant Enforcement

- 1) Review covenant enforcement reports: Ms. Ellis reviewed the enforcement report with the Board. CPS has opened 271 cases, conducted 597 inspections related to cases, issued 322 notices, and assisted with 27 inquiries needing a field inspection, research, or other information. There are 10 violations at the \$100 fine, 6 at the \$250, 13 pending fines and 27 inquiries.

Ms. Ellis reported that 72 design request forms have been submitted by homeowners in 2021 through July 31st.

- 2) Review and consider proposal to revise Design Guidelines to reconcile rule regarding artificial turf to match City ordinance prohibiting artificial turf in front yards: The Board discussed section 2.39 of the Design Guidelines regarding artificial turf. Director Sena motioned to modify section 2.39 of the Design Guidelines to remove the statement in Table A that "any homeowner requests for artificial turf be submitted with a sample of the artificial turf to be installed." Director Maples seconded the motion and the board voted 4-1 to approve the motion. Director Jones abstained from voting.

Action Item 4: The Enforcement Manager will update Design Guidelines to reflect the modification to Section 2.39.

IX. Directors Matters- None

Executive Session- Director Adler motioned to open executive session at 7:55pm per C.R.S. 24-6-402(4)(b) and (4)(e)(I) to confer with legal counsel regarding (1) specific issues regarding management and contract negotiations and (2) 2014 Advance and Reimbursement Agreement with the Carlson Family. Director Sena seconded the motion and the Board voted 5-0 to approve the motion.

Director Sena motioned to close executive session at 8:52pm. Director Garcia seconded the motion and the Board voted 5-0 to approve the motion.

X. Adjournment (8:52pm)

There being no further business to come before the Board, and upon motion duly made by Director Adler, the meeting was adjourned. The next board meeting is scheduled for Monday November 01, 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

11/2/2021

Date