

LEWIS POINTE METROPOLITAN DISTRICT

Regular Board Meeting Minutes

Meeting Date: Tuesday, May 10, 2022

Meeting Time: 5:36pm to 8:55pm

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

I. Call to Order (5:36 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
Amy Jones	Treasurer	May 2023 (Elected)
Anthony Garcia	Secretary	May 2023 (Elected)
Robert Maples	Assistant Secretary	May 2023 (Elected)
Christopher Deines		May 2025 (Elected)
Vacancy		May 2025

Also, in attendance was Charles Wolfersberger (District Manager) and Jennifer Brink with Wolfersberger, LLC; Stephanie Ceccato (General Counsel) with Paul Rufien, PC; Susie Ellis (Covenant Enforcement Manager) with Community Preservation Specialists. and Two homeowners were also in attendance: Thomas Pond (4984 E 141st Dr): and Erika Christopher (14245 Forest St)

II. Roll Call

The meeting was called to order by Director Jones. Director Jones 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 meeting agenda: The Board reviewed the meeting agenda. Director Jones motioned to approve the meeting agenda as presented and Director Garcia seconded the motion. The Board voted 4-0 to approve the motion.

- 2) Review and consider the minutes for the February 08, 2022 board meeting: The Board reviewed the draft of the meeting minutes presented by the District Manager. Director Maples moved to approve the minutes with one proposed correction to the minutes. Director Garcia seconded the motion and the Board voted 4-0 to approve the minutes as corrected.
- 3) Review and consider February 17, 2022 meeting minutes: The Board reviewed the February 17, 2022 meeting minutes. Director Maples motioned to approve the minutes as presented. Director Garcia seconded the motion and the Board voted 5-0 to approve the minutes.
- 4) Review and consider March 16, 2022 meeting minutes: The Board reviewed the March 16, 2022 meeting minutes. Director Maples motioned to approve the minutes as presented. Director Garcia seconded the motion and the Board voted 4-0 to approve the minutes.
- 5) 2022 Election status update: The District Manager reported that the 2022 board election has been cancelled. Christopher Deines was the only resident homeowner who turned in a self-nomination form. There is still one vacancy on the board. Director Jones nominated Erika Christopher to fill the vacancy position. Director Jones motioned to approve Erika Christopher as presented. Director Maples seconded the motion and the Board voted 4-0 to approve the motion.

Action item #1: The District Manager will collect the oath from Erika Christopher and the certificate of appointment from Director Jones.

- 6) Board officer positions: Director Jones recommended the Board postpone voting on board positions until the next meeting so that all 5 board members can participate in the vote. Director Jones motioned to postpone voting on officer positions to the August meeting. Director Maples seconded the motion and the Board voted 4-0 to approve the motion.

VI. Covenant Enforcement

- 1) Review covenant enforcement reports: Ms. Ellis reviewed the enforcement reports with the Board. Thru the month of April 2022, CPS has opened 69 cases, conducted 307 inspections related to cases, issued 65 notices, and assisted with 6 inquiries needing a field inspection, research, or other information. There are 2 properties at the \$100 fine stage and 1 at the \$250 fine stage

Ms. Ellis reported 28 design request forms have been submitted to the Architectural Review Committee by homeowners in 2022

- 2) Review and consider homeowner appeals: None
- 3) Status update- missing pillar in perimeter fence line at Fairfax Ave & 144th: The Board discussed the missing brick pillar in the District's fence line behind the Fairfax/144th monument sign (fence borders 14365 Forest Street). The Board agreed that there needs to be a pillar at this location in the fence line – homeowner should be notified before the install work begins.

Action item #2: The District Manager will locate a mason contractor to install the pillar.

- 4) Covenant enforcement expectations: Ms. Ellis reviewed with the Board that she must follow the guidelines as they are written and asked that all Board members comply with the rules. Director Garcia and Director Deines will work together to update and make necessary changes to the guidelines and bring those changes to the next board meeting.

VII. Landscaping and Capital Asset Matters

- 1) Status update- Install/upgrade landscaping at 144th/fairfax: The Board discussed the bid and agreed they would like to move forward. Director Deines motioned to approve the proposal if it is revised to reflect installation of a concrete pan and the revised bid does not exceed \$23,000. Director Maples seconded the motion and the board voted 4-0 to approve the motion.

Action Item #3: The District Manager will request a revised bid from EDI assuming the revised bid complies with the Board-approved motion to move forward.

- 2) Review and discuss landscape proposals submitted by EDI: None
- 3) Status Update - Perimeter fence repairs (Sawicki Fence/Fence Consulting Services): The District Manager reported that his office contacted Fence Consulting Services regarding the one homeowner whose fence is still not fixed, so they can take care of it.

Action item #4: The District Manager will reach out to Fence Consulting Services again to make sure the homeowner's fence has been fixed.

VIII. Financial Matters

- 1) Review and consider payment of claims: The Board reviewed the schedule of check payments (#100079 to #100099) totaling \$67,644.84. Director Garcia motioned to approve the payments as presented. Director Maples seconded the motion and the Board voted 4-0 to approve the motion.
- 2) Review April 2022 financial statements: The District Manager presented and reviewed the District's financial statements with the Board. Through April 30, 2022, the District has collected 47% of property tax assessments and 27.7% of projected specific ownership tax revenue.

As of April 30, 2022, cash in the checking and CSAFE accounts totaled \$51,669 and \$695,016, respectively.

Year-to-date expenses through April 30, 2022 in the operating fund are as follows:

Expense Category	Actual	Budget	\$ Difference	% of Budget Spent
Administrative Costs	\$ 32,927	\$ 39,165	\$ 6,238	84%
Landscaping Costs	28,753	39,215	10,462	73%
Trash pick-up services	20,142	20,167	25	100%
Capital Asset Maint	7,179	9,000	1,821	80%
Media & Recreation Costs	1,644	2,000	356	82%
Cov enf & snow removal	11,847	15,767	3,920	75%
Capital fund contributions	-	-	-	-
Total Costs	\$ 102,492	\$ 125,314	\$ 22,822	82%

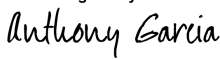
IX. Directors Matters

- 1) Director Maples requested that all 5 board members be involved and included in all emails between board members and the District Manager going forward.
- 2) Director Garcia motioned to change the Design Guidelines to allow for additional stain colors for fence lines. (Currently, only clear stain is allowed for fence lines per the Design Guidelines.) Nobody seconded the motion.
- 3) Director Garcia motioned to change the Design Guidelines to allow for sheds up to a maximum of 10 feet tall (from base to the roof peak). Director Maples seconded the motion and the board voted 3-0 to approve the motion. Director Deines abstained from voting.

Action item #5: Ms. Ellis will draft the revision to the Design Guidelines and post on the District's website.

X. Adjournment (8:55pm)

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 Tuesday August 09, 2022 at 5:30 pm at the Trail Winds Recreation Center (13495 Holly St, Thornton, Co 80602)

DocuSigned by:

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 Secretary

12/12/2022

Date