

## **Lewis Pointe Metropolitan District Regular Board Meeting Minutes**

Meeting Date: Tuesday May 09, 2023

Meeting Time: 5:34pm to 7:12pm

Meeting Location: Online

### **I. Roll Call (5:34 pm)**

A regular meeting of the Board of Directors of the Lewis Pointe Metropolitan District (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>
Amy Jones	President	Present
Pete Adler	Director	Present
Chris Deines	Treasurer	Present
Daniel Laing	Director	Absent-Excused
Vacant		

Also, in attendance were district manager Jennifer Brink, Wolfersberger; Susie Ellis (Covenant Enforcement Manager) with Community Preservation Specialists; Randy Hiraki with Environmental Designs; no homeowners were in attendance.

### **II. Call to Order**

The meeting was called to order by Director Jones who noted that a quorum of the Board was present and the Directors had confirmed their qualification to serve, the meeting notice was duly posted on the District's website, and therefore called the regular meeting of the Board of Directors of Lewis Pointe Metropolitan District to order.

### **III. Disclosure Matters**

The District Manager reminded the board that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board reviewed the agenda for the meeting, following which each Board member disclosed no conflicts of interest.

### **IV. Administrative and Contractual Matters**

- 1) Review and consider minutes from the February 07, 2023 board meeting: The Board reviewed the draft of the minutes as presented by the District Manager. Director Deines moved to approve the minutes as presented. Director Jones seconded the motion and the Board voted 3-0 to approve the motion. Director Adler abstained from voting.

- 2) Status update- Board election: The District Manager reported that the election has been cancelled and three new directors – Amy Jones, Pete Adler and Daniel Laing – have been elected to the Board for 4-year terms. Director Jones noted a vacancy exists on the Board and motioned to nominate former director, Robert Maples, to again serve on the Board. Director Adler seconded the motion and the board voted 3-0 to approve the motion. Board agreed to appoint office positions at the July meeting.

Action Item #1: The District Manager will obtain Robert Maples board oath and ensure the oath is filed with DOLA and with district court.

## V. Landscaping and Capital Asset Matters

- 1) Status Update- brick column install project at SE corner of Fairfax & 144<sup>th</sup> Ave: The District Manager reported that the brick pillar was installed and is completed.
- 2) Status Update- electric meter install bid on west side of Fairfax & 144<sup>th</sup> Ave: The District Manager reported that she is still working on determining if the electric meter at this location can be used by the District for plugging in holiday lights.

Action item #2: District Manager will notify the Board when she determines whether the meter can be used for holiday lights .

- 3) Status Update – detention pond clean-out-project: Mr Hiraki reported that the Southeast detention pond was cleaned up last week. They will be working on cleaning out the northeast detention pond this week.
- 4) Status update – 2022 tree replacement warranty: The Board noted EDI replaced 56 dead trees in August 2022. Mr. Hiraki indicated EDI will review the 56 installed trees this summer and replace any dead/dying trees. The Board confirmed that EDI was hired to winter water the trees this past winter.
- 5) Review and consider irrigation repair bid submitted by Environmental Designs: The Board reviewed and discussed EDI’s irrigation bid. Director Adler motioned to approve the bid for \$6,200 (Controllers) Director Deines seconded the motion and the board voted 3-0 to approve the motion. Director Adler motioned to approve the bids for two items \$7,200 (Controllers) and \$1,365 (ET controller annual subscriptions) Director Deines seconded the motion and the board voted 3-0 to approve the motion.
- 6) Review and consider landscape maintenance bids: Director Deines motioned to defer until the end of this year review of the landscaper bids collected by the District Manager and noted EDI has assigned a new manager (Mr. Hiraki) for the District. Director Adler seconded the motion and the Board voted 3-0 to approve the motion.
- 7) Review and consider fence staining bids: The Board reviewed and discussed the contractor bids submitted by Fence Consulting Services. The Board would like to get other bids and break it up into sections. Ms Ellis recommended a fence staining contractor and will forward the contractor’s information to the District Manager. Director Adler noted the sprinklers are

spraying the perimeter fence lines and quickly deteriorating the fence stain. Such sprinkler should be repaired/adjusted by EDI. The Board would like to call a special meeting to make a decision once we have the bids.

**Action item #3:** The District Manager will collect more fence staining bids and provide to the Board.

## VI. Covenant Enforcement

- 1) Review covenant enforcement reports: Ms. Ellis provided a brief update regarding enforcement services.

**Action Item #4:** Ms. Ellis will send the Board the enforcement reports after the Board meeting for review.

- 2) Status Update- Paint Book: Ms. Ellis reported that the paint book is complete and ready to post on the District website. Ms. Ellis will email the paint book to the Board for review. The Board agreed to remove the moratorium on issuing house painting notices.

## VII. Financial and Contractual Matters

- 1) Review Payment of Claims: The Board reviewed the schedule of check payments (checks #100150 to #100159) totaling \$38,371.62. Director Adler motioned to approve the payment of claims and Director Deines seconded the motion. The Board voted 3-0 to approve the motion
- 2) Review April 30, 2023 financial statements: The District Manager presented and reviewed the District's financial statements with the Board. Through April 30, 2023, the District has collected 48.5% of property tax assessments and 21.8% of projected specific ownership tax revenue.

As of April 30, 2023, cash in the CSAFE and checking accounts totaled \$821,293 and \$38,523, respectively.

Year-to-date expenses through April 30, 2023 in the operating fund are as follows:

Expense Category	Actual	Budget	\$ Difference	% of Budget Spent
Administrative Costs	\$ 33,613	\$ 42,057	\$ 8,444	80%
Landscaping Costs	28,194	32,332	4,138	87%
Trash pick-up services	20,142	22,333	2,191	90%
Capital Asset Maint	8,665	8,100	(565)	107%
Media & Recreation Costs	356	1,396	1,040	25%
Cov enf & snow removal	8,171	17,467	9,296	47%
Capital fund contributions	-	-	-	-
<b>Total Costs</b>	<b>\$ 99,141</b>	<b>\$ 123,685</b>	<b>\$ 24,544</b>	<b>80%</b>

**VIII. Recreation Events / Social Committee**

Director Jones reviewed the community event calendar and noted the Easter Egg Hunt activity was well attended. She reviewed the calendar regarding future planned community events.

**Action Item #4:** Director Jones requested the upcoming community events be added to the calendar on the District’s website.

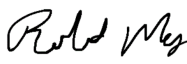
**IX. Director Matters**

Director Deines expressed concern regarding the excessive speed of cars driving through the neighborhood.

Director Adler requested the District Manager obtain a bid from EDI to refresh the mulch in all planter beds throughout the community.

**X. Adjournment (7:12pm)**

There being no further business to come before the Board, and upon motion duly made by Director Jones, seconded by Director Adler and unanimously carried, the meeting was adjourned. The next board meeting will be held at 5:30 pm on Tuesday July 11, 2023 at the Trail Winds Recreation Center at (13495 Holly St, Thornton, Co 80602)

DocuSigned by:  
  
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Secretary

7/12/2023  
Date