

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

CUNDALL FARMS METROPOLITAN DISTRICT

Held: Wednesday, December 6, 2023 at 6:00 p.m. via Zoom  
Video Conferencing Service.

### Attendance

The special meeting of the Board of Directors of the Cundall Farms Metropolitan District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance:

Paula Jurhs  
Darren Fresquez  
David Stribling  
Reuben Patrick Maes  
Alan White

Also present were Elizabeth A. Dauer, Esq., Seter & Vander Wall, P.C.; Melissa Kupferer, Advance HOA Management, Inc.; and Gigi Pangindian, CliftonLarsonAllen LLP.

### Call to Order

Ms. Dauer noted that a quorum of the Board was present and called the meeting to order at approximately 5:50 p.m.

### Disclosure Matters

Counsel had previously advised 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 confirmed the contents of any written disclosure previously made, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting. The Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

Written disclosures of the Directors' interests had been filed with the Secretary of State prior to the meeting.

### Approval of Agenda

Upon motion made, seconded and unanimously carried, the Board approved the agenda as presented.

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Public Comment	The public comment period was opened. There being no public comment, the public comment period was closed.
Approval of Minutes	Upon motion made, seconded and unanimously carried, the minutes of the November 7, 2023 regular meeting were approved as presented.
Financial Matters Payment of Claims	<p>/ Ms. Pangindian presented claims in the amount of \$86,574.78 to the Board for ratification. Ms. Pangindian presented the financial statements for the period ending September 30, 2023. Following discussion, and upon motion duly made and seconded, the Board unanimously accepted the financial statements and ratified the claims as presented.</p> <p>Ms. Pangindian presented the Clifton Larson Allen LLP Master Services Agreement and Statement of Work for 2024. Following discussion, and upon motion duly made and seconded, the Board unanimously approved the Master Services Agreement and Statement of Work for 2024 as presented.</p> <p>Ms. Pangindian presented the Wipfli LLP Engagement Letter for preparation of the 2023 audit. Following discussion, and upon motion duly made and seconded, the Board unanimously approved the Wipfli LLP Engagement Letter as presented.</p>
Public Hearing regarding 2024 Budget	Ms. Pangindian presented the Board with a proposed 2024 budget and a proposed resolution to adopt the 2024 budget. Thereupon, Director Fresquez opened the hearing on the proposed 2024 budget. There being no public comment, the public hearing was closed. Ms. Pangindian discussed recently enacted legislation effecting property valuations and budgetary deadlines. The Board discussed the appropriate level of mill levy to continue services and provide relief to taxpayers within the community. After review and discussion, and upon motion made by Director Maes, seconded by Director Fresquez and unanimously carried, the Board approved the budget and budget resolution as presented, appropriated the budgeted funds, and certified the mill levy subject to any adjustment that may be necessary pending the District’s receipt of its final assessed valuation from the County Assessor’s Office.
Public Hearing regarding	Ms. Pangindian presented the Board with a proposed resolution

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2023 Budget Amendment to amend the 2023 budget to increase appropriations in the General Fund from \$110,000 to \$142,000. Director Fresquez opened the public hearing on the proposed 2023 budget amendment. There being no public comment, the public hearing was closed. The Board discussed the proposed amendment and upon motion made by Director Maes, seconded by Director Fresquez and unanimously carried, the Board approved the resolution to amend the 2023 budget as presented.

## Director Matters

- Discussion regarding Formation of Resident Staffed Committee for Landscape Ideas for Oil Field Discussion ensued regarding the oil field and potential options and authorization to improve the space. Director Fresquez volunteered to contact the City of Thornton to determine authorization and potential options for beautification/ landscape in the oil field. Upon motion made, seconded, and unanimously carried, the Board approved formation of an oil field committee to continue work on this matter.

## Management Matters

Ms. Kupferer presented the management report.

- Brightview Landscape Matters Ms. Kupferer presented the Brightview November report. Upon discussion, second and motion, the Board amended the scope of work for snow removal to add snow removal on the northern sidewalk.

Upon discussion and motion made, seconded, and unanimously carried, the Board ratified the Brightview Tree Wrapping Agreement.

- Ratification of Best Lighting & Electrical Light Pole Repair Agreement Upon discussion and motion made, seconded, and unanimously carried, the Board ratified the Best Lighting & Electrical Light Pole Repair Agreement.

- Other Ms. Kupferer presented a proposal from QP Services for underdrain clean out. Ms. Dauer offered to send Ms. Kupferer additional vendors for comparison purposes.

Director Jurhs inquired regarding a debit card for social committee use for District events. Ms. Pangindian will follow up regarding same.

## Legal Matters

Ms. Dauer discussed HB21-1110, concerning District website accessibility. She identified a potential partner to assist the

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District in ensuring the website is fully compliant with the accessibility laws.

## Adjournment

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 7:35 p.m.



David Stribling (Mar 25, 2024 13:01 MDT)

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Secretary for the Meeting







# 00722782

Final Audit Report

2024-03-25

Created:	2024-03-20
By:	Catherine Bright (cbright@svwpc.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAX2CYKxo23WZpSZcAGQ8Tc5mlibNPGTmH

## "00722782" History

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-  Document emailed to David (davidryanstribling@gmail.com) for signature  
2024-03-20 - 2:15:23 PM GMT
-  Email viewed by David (davidryanstribling@gmail.com)  
2024-03-25 - 6:59:55 PM GMT- IP address: 107.123.1.69
-  Signer David (davidryanstribling@gmail.com) entered name at signing as David Stribling  
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-  Document e-signed by David Stribling (davidryanstribling@gmail.com)  
Signature Date: 2024-03-25 - 7:01:08 PM GMT - Time Source: server- IP address: 107.123.1.69
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