

CUNDALL FARMS METROPOLITAN DISTRICT
SPECIAL MEETING
via Teleconference
Tuesday, July 12, 2022 at 5:30 P.M.

David Stribling, Director	Term to May 2025
Reuben Patrick Maes, Vice President	Term to May 2023
Bradley Mark Nelson, Director	Term to May 2023
Paula Jurhs, Director	Term to May 2023
Darren Fresquez, Secretary	Term to May 2025

This meeting will be held via teleconferencing and can be joined through the directions below:

Link: <https://us02web.zoom.us/j/87068590143>

Meeting ID: 870 6859 0143

Phone: 1-253-215-8782

AGENDA

1. Call to Order
2. Declaration of Quorum/Conflict of Interest Disclosures
3. Director Matters
 - a. Elect President/Chair and Treasurer of Board of Directors
4. Approval of Agenda
5. Public Comment – Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per person. Please sign in.
6. Approval of May 23, 2022 Special Meeting Minutes (**enclosure**)
7. Director Matters
8. Public Hearing regarding draft 2021 Amended Budget
9. Financial Matters
 - a. Consider Ratification of Cash Position and Interim Claims Report (**enclosures**)
 - b. Draft 2021 Audit
 - c. Other Financial Matters
10. Management Matters
 - a. Manager Report (**enclosure**)
 - b. Consider Sod Replacement Proposal from Schultz Industries
 - c. Ratification of Electrical Outlet Addition at Entry

- d. Other
11. Legal Matters
- a. Update regarding Safety Grant Submission for Playground Mulch
 - b. Amendment to Solar Design Guidelines regarding Critter Guard Requirements
 - c. Other
12. Adjourn

NEXT REGULAR MEETING: Tuesday, September 6, 2022 at 5:30 P.M.

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

CUNDALL FARMS METROPOLITAN DISTRICT

Held: Monday, May 23, 2022 at 5:30 p.m., via Zoom teleconferencing platform.

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:

David Stribling
Reuben Patrick Maes
Bradley Mark Nelson
Paula Juhrs
Darren Fresquez

Also present were Elizabeth A. Dauer, Esq., Seter & Vander Wall, P.C.; Melissa Kupferer, Advance HOA Management, Inc.; Alyssa Ferreira, CliftonLarsonAllen LLP; and one member of the public.

Call to Order

Ms. Dauer noted that a quorum of the Board was present and called the meeting to order at 5:34 p.m.

Disclosure Matters

Ms. Dauer advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Dauer reported that disclosures for those directors that provided Seter & Vander Wall, PC with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Dauer inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

RECORD OF PROCEEDINGS

Director Matters- Elect
President and Treasurer of
Board of Directors

Ms. Dauer explained that the positions of President and Treasurer needed to be filled. She inquired whether there was any interest from the Directors. Upon discussion, the Board determined to table the decision until its next meeting. Director Stribling volunteered to approve invoices in the interim and Director Maes volunteered to execute any contracts as Vice President in the interim.

Approval of Agenda

Upon motion made, seconded and unanimously carried, the agenda of the May 23, 2022 special meeting was approved as presented

Public Comment

District resident, Allen White, noted that he was attending the meeting as a member of the neighborhood watch association. He explained the purpose of the organization and the services provided to District residents. Director Juhrs noted that the security services provided are valuable to the District constituents and inquired whether the District would be able to reimburse the neighborhood watch for some of its expenses, such as mileage and informational flyers. Upon discussion, the Board instructed Mr. White to provide a list of neighborhood watch security expenses to consider an appropriate amount for reimbursement.

Approval of Minutes

Upon motion made, seconded and unanimously carried, the minutes of the February 22, 2022 special meeting were approved as presented.

Director Matters

- Discuss Basketball
Court

Ms. Kupferer noted that the contractor had applied for all permits from the City. Upon request from Director Nelson, the contractor also inquired concerning discounts on the permits due to the District's status as a government entity. Director Fresquez requested that Ms. Kupferer contact the contractor at the end of the month to obtain a status report.

- Evaluation of Dead
Trees/ Replacement
vs. Removal

Director Fresquez noted that there are several dead trees in the District. He noted that he would like to visit with another board member to make determination of replacement versus removal of the trees. He noted that the most cost-effective option for replacement would be to buy the trees from The Tree Farm and obtain installation from Co Smart Landscape.

RECORD OF PROCEEDINGS

- Discuss Tree Wrapping and Support Stake Removal
Director Fresquez discussed that tree wrapping has been completed, but that the Board needs to discuss the pricing for staking. Upon motion by Director Fresquez and second by Director Nelson and unanimous approval, the amount of \$15,000 was authorized to purchase and install replacement trees, with an additional \$1,500 authorized to complete staking.

- Discuss Additional Landscaping Open/Native Spaces
Director Juhrs discussed the landscaping in certain open/native spaces, noting that some areas need a lot of help. She suggested adding rock and decorative xeriscaping and grasses. Ms. Kupferer replied that, although Tract Z has been accepted by the District, she informed KB Homes that Tract Z required attention. She offered to request netting and seeding from KB because the area was used for staging and not adequately maintained by KB Homes.

Director Fresquez volunteered to contact Schulz regarding rates for water and sprinkler systems. He explained his efforts to save the District money by determining the schedule of watering, zone by zone. He also discussed his inquiry surrounding the City of Thornton water rates provided to the District. Director Juhrs offered that her husband has a mechanical background and could accompany Director Fresquez in his meetings regarding the irrigation system.

- Discuss bark in playground area
Director Fresquez noted that the Co Smart Landscape proposal for new mulch in the playground area was paid and this matter is complete.

- Discuss Advance Management Frequency of On-Site Visits
Ms. Kupferer explained that Advance Management is on-site twice monthly. The Directors requested that when Advance Management representatives are on-site, the Directors should be notified so that one or two Directors may meet with representatives, if available.

Financial Matters

- Consider Ratification of Schedule of Cash Position and Interim Claims Report
Ms. Ferreira presented claims in the amount of \$116, 308.15 to the Board for ratification. Ms. Ferreira presented the schedule of cash position updated as of May 18, 2022. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the schedule of cash position and ratified the claims.

- Review and Acceptance of the
Ms. Ferreira presented the March 31, 2022 Unaudited Financial Statements to the Board. Following discussion, upon a motion

RECORD OF PROCEEDINGS

March 31, 2022
Unaudited Financial
Statements

duly made and seconded, the Board unanimously accepted the March 31, 2022 Unaudited Financial Statements.

- Appointment of Director to Pre-approve Invoices for Payment

The Board appointed Director Stribling to pre-approve invoices for payment until a District treasurer is appointed.

- Evaluation of Third-Party Billing Service

The Board engaged in general discussion concerning the necessity and cost of the third-party billing service, Bill.com. No action was taken.

Management Matters

- Manager Report
- Discuss Resident Suggestion re Main Park Turf Re-sod
- Discuss ARC Committee-Responsibilities and Volunteers

Ms. Kupferer presented the management report.

The Board engaged in general discussion about the request from a District resident to re-sod/overseed the main park turf. Director Stribling noted that irrigation issues should be addressed prior to re-sodding or overseeding.

Ms. Kupferer discussed the current members of the ARC committee and inquired whether further homeowners should be invited to join the committee. The Board agreed that more homeowner representatives would be beneficial.

Review and Discuss Proposals

- Rocky Mountain Wildlife Services Proposal for Prairie Dog Control
- Schultz Industries Proposal for Playground Mulch
- Best Lighting & Electrical Services Proposal for Outlet Installation

Ms. Kupferer presented the proposal from Rocky Mountain Wildlife Services for prairie dog control. Upon motion duly made, seconded and unanimously carried, the Board approved the proposal for prairie dog control.

No action was taken on this item because the playground mulch proposal was awarded to another contractor.

Ms. Juhrs presented the proposal from Best Lighting & Electrical Services for outlet installation in three locations. Upon motion duly made, seconded and unanimously carried, the Board approved the proposal for outlet installation and authorized Director Juhrs to obtain proposals for holiday light installation.

Legal Matters

- SavATree 2022 Tree Care Proposal

Ms. Dauer presented the 2022 SavATree tree care proposal. Upon motion duly made, seconded and unanimously carried, the Board approved the proposal for tree care and authorized Seter & Vander Wall, PC to draft a contract for services regarding

RECORD OF PROCEEDINGS

same.

- Discuss Board Member Roles, Positions, and Term Expiration
Ms. Dauer discussed board member roles, positions, and term expirations. She offered to send to the Directors a copy of the most recent Special Districts Association Board Member Manual.
- Discuss Social Committee Outside Contributions and Business Sponsorships
Ms. Dauer responded to questions from Director Juhrs regarding social committee contributions and business sponsorships.
- Discuss 2022 Safety and Loss Prevention Grant
Ms. Dauer discussed the 2022 SDA Safety and Loss Prevention Grant balance of \$ 2,455.59. She discussed projects that may be eligible for reimbursement from grant funds. The Board directed Seter & Vander Wall, PC to apply for grant funds to reimburse the District for playground safety improvements.

Other Business

Director Nelson inquired concerning critter guard requirements in the solar design guidelines. Ms. Dauer will begin work on an amendment to the guidelines to reflect same.

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.

Secretary for the Meeting

From: [Elizabeth Dauer](#)
To: [Catherine Bright](#)
Subject: Fwd: Pine trees
Date: Tuesday, July 5, 2022 6:00:34 PM

Sent from my iPhone

Begin forwarded message:

From: DARREN FRESQUEZ <darrendfresquez@msn.com>
Date: July 5, 2022 at 5:43:45 PM MDT
To: Christopher Schroeder <chris@1stgreencolorado.com>
Subject: Re: Pine trees

Mr. Schroeder,

I am concerned, I have reached out to you via email and I left two messages with Tracy. If you are unwilling to fill your contractual warranty agreement, please let me know. As a voluntary board member, I would like to get this issue resolved as soon as possible.

If you decide not replace the two trees, I will add this issue to the next board meeting, so the Board can decide our next step / options. The following were copied on this email string; All Board members, the districts management team and the districts legal advisor, **Seter & Vander Wall, P.C.**

Please call me.

Respectfully,
Darren Fresquez
303 859 5820

From: DARREN FRESQUEZ <darrendfresquez@msn.com>
Sent: Thursday, June 30, 2022 6:32 AM
To: Christopher Schroeder <chris@1stgreencolorado.com>
Subject: Re: Pine trees

Mr. Shroeder,

Can you please get the replacement of the two trees scheduled as soon as possible? I realize this is your busy season, but we have been working on this

since, May 19, 2022. We are currently replacing trees thought the community and have been working with our irrigation contractors to ensure adequate watering.

Thank you,
Darren Fresquez
303 859 5820

From: Christopher Schroeder <chris@1stgreencolorado.com>
Sent: Thursday, June 9, 2022 11:44 AM
To: DARREN FRESQUEZ <darrenfresquez@msn.com>
Cc: Brad Nelson <bnelsonco158@gmail.com>; Davidryanstribling@gmail.com <Davidryanstribling@gmail.com>; Josh Schultz <josh@schultzindustries.net>; Reuben.Maes@cfmd.co <Reuben.Maes@cfmd.co>; countryplumbing@aol.com <countryplumbing@aol.com>
Subject: Re: Pine trees

Yes, I did. We were going to replace them tomorrow but the temperature this weekend is to hot for new plantings. We will get them taken care of next week.
Chris

On Thu, Jun 9, 2022 at 11:26 AM DARREN FRESQUEZ <darrenfresquez@msn.com> wrote:

Mr. Schroeder,

Have you had an opportunity to look at and schedule the replacement of the two trees, we discussed sometime back?

Please, refer to the photos from the 5/19 email.

Thank you,
Darren Fresquez

From: DARREN FRESQUEZ <darrenfresquez@msn.com>
Sent: Thursday, May 19, 2022 7:34 PM
To: Christopher Schroeder <chris@1stgreencolorado.com>
Cc: Brad Nelson <bnelsonco158@gmail.com>; countryplumbing@aol.com <countryplumbing@aol.com>; Reuben.Maes@cfmd.co <Reuben.Maes@cfmd.co>; Josh Schultz <josh@schultzindustries.net>
Subject: Fw: Pine trees

Mr. Schroeder,

I feel horrible sharing the news that two more large pine trees appear to be

dying. The first one is located in the small park, across from the old pump. I'm hoping we can save this tree. The second one is in the large park in the center of our community.

Please let us know what we can do to help.

Thank you once again,
Darren Fresquez
303 859 5820

From: DARREN FRESQUEZ <darrenfresquez@msn.com>
Sent: Thursday, May 19, 2022 7:16 PM
To: DARREN FRESQUEZ <darrenfresquez@msn.com>
Subject: Pine trees





Sent from my iPhone

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Chris Schroeder
1st Green Colorado
303-926-7260
chris@1stgreencolorado.com

RESOLUTION TO AMEND 2021 BUDGET

The Board of Directors of the Cundall Farms Metropolitan District held a special meeting on Tuesday, July 12, 2022 at 5:30 p.m. by videoconference/teleconference, at which the following Resolution was adopted by affirmative vote of a majority of the Board of Directors, to-wit:

WHEREAS, the Board of Directors of the Cundall Farms Metropolitan District appropriated funds for the fiscal year 2021 as follows:

Debt Service Fund:	\$ 15,617,500
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WHEREAS, the necessity has arisen for additional expenditures and transfers by the District due to additional costs which could not have been reasonably anticipated at the time of adoption of the budget, requiring the expenditure of funds in excess of those appropriated for the fiscal year 2021; and

WHEREAS, funds are available for such an expenditure from surplus revenue funds of the District;

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Cundall Farms Metropolitan District shall and hereby does amend the budget for the fiscal year 2021 as follows:

Debt Service Fund:	\$ 15,630,000
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NOW THEREFORE BE IT RESOLVED, that such sums are hereby appropriated from the surplus revenue funds of the District to the Debt Service Fund for the purposes stated, and that any ending fund balances shall be reserved for purposes of Article X, Section 20 of the Colorado Constitution.

ADOPTED THIS 12TH DAY OF JULY, 2022.

Cundall Farms Metropolitan District
Signature Page
Amended 2021 Budget Resolution

CUNDALL FARMS METROPOLITAN DISTRICT

By: President

ATTEST:

By: Secretary/Assistant Secretary

CERTIFICATION

I, _____, hereby certify that I am a Director and the duly elected and qualified Secretary/Assistant Secretary of the Cundall Farms Metropolitan District, and that the foregoing constitutes a true and correct copy of the record of proceedings of the Board of Directors of said District, adopted at a special meeting of the Board of Directors of the Cundall Farms Metropolitan District held on Tuesday, July 12, 2022, by videoconference/teleconference, as recorded in the official record of the proceedings of the District, insofar as said proceedings relate to the public hearing to amend the budget for fiscal year 2021; that said proceedings were duly had and taken and that the meeting was duly held.

IN WITNESS WHEREOF, I have hereunto subscribed my name and affixed the official seal of the District this 12th day of July, 2022.

Secretary/Assistant Secretary

[S E A L]

CUNDALL FARMS METRO DISTRICT
SCHEDULE OF CASH POSITION
March 31, 2022
Updated as of July 7, 2022

	<u>General Fund</u>	<u>Operation Fees Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
<u>1stBank - Checking</u>				
Balance as of 03/31/22	\$ 595.79	\$ 34,289.43	\$ -	\$ 34,885.22
Subsequent activities:				
04/08/22 April Disbursements (Bill.com)	(6,667.14)	(18,594.43)	-	(25,261.57)
04/22/22 Transfer from AdvanceHOA	-	50,000.00	-	50,000.00
04/26/22 United Power	-	(335.36)	-	(335.36)
05/04/22 Transfer from CSAFE	20,000.00	-	-	20,000.00
05/04/22 May Disbursements (Bill.com)	(1,862.21)	(13,128.64)	-	(14,990.85)
05/25/22 United Power	-	(319.10)	-	(319.10)
06/23/22 June Disbursements (Bill.com)	(4,291.17)	(15,039.51)	-	(19,330.68)
06/24/22 United Power	-	(286.27)	-	(286.27)
07/06/22 July Disbursements (Bill.com)	(6,012.00)	(27,485.41)	-	(33,497.41)
Anticipated Balance	<u>1,763.27</u>	<u>9,100.71</u>	<u>-</u>	<u>10,863.98</u>
<u>AdvanceHOA - Checking</u>				
Balance as of 03/31/22	\$ -	\$ 62,157.67	\$ -	\$ 62,157.67
Subsequent activities:				
04/22/22 Transfer to 1stBank	-	(50,000.00)	-	(50,000.00)
04/30/22 Operations Fees April	-	17,837.15	-	17,837.15
05/31/22 Operations Fee May	-	13,662.05	-	13,662.05
Anticipated Balance	<u>-</u>	<u>43,656.87</u>	<u>-</u>	<u>43,656.87</u>
<u>CSAFE - Savings</u>				
Balance as of 03/31/22	\$ 119,304.54	\$ 148,754.69	\$ 34,646.56	\$ 302,705.79
Subsequent activities:				
04/10/22 March Property/SO Taxes	99,663.08	-	279,462.20	379,125.28
04/30/22 Interest Income	79.29	98.85	23.03	201.17
05/04/22 Transfer to 1stBank	(20,000.00)	-	-	(20,000.00)
05/10/22 April Property/SO Taxes	11,853.78	-	33,238.83	45,092.61
05/19/22 Transfer to PNC Loan Payment Fund	-	-	(347,370.62)	(347,370.62)
05/31/22 Interest Income	115.51	78.50	165.66	359.67
06/10/22 May Property/SO Taxes	11,462.58	-	32,141.77	43,604.35
06/30/22 Interest Income	222.47	157.01	0.17	379.65
Anticipated Balance	<u>222,701.25</u>	<u>149,089.05</u>	<u>32,307.60</u>	<u>404,097.90</u>
<u>PNC Loan Payment Fund Series 2021A-1</u>				
Balance as of 03/31/22	\$ -	\$ -	\$ (47.98)	\$ (47.98)
Subsequent activities:				
04/30/22 Interest Income/ Fees	-	-	(45.01)	(45.01)
05/19/22 Transfer from CSAFE	-	-	347,370.62	347,370.62
05/31/22 Interest Income/ Fees	-	-	12.37	12.37
06/01/22 Debt Service Payment Series 2021A-1	-	-	(244,238.50)	(244,238.50)
06/01/22 Debt Service Payment Series 2021A-2	-	-	(5,350.50)	(5,350.50)
Anticipated Balance	<u>-</u>	<u>-</u>	<u>97,701.00</u>	<u>97,701.00</u>
<u>PNC Reserve Fund Series 2021A-1</u>				
Balance as of 03/31/22	\$ -	\$ -	\$ 437,285.77	\$ 437,285.77
Subsequent activities:				
04/30/22 Interest Income/ Fees	-	-	(21.41)	(21.41)
05/31/22 Interest Income/ Fees	-	-	28.51	28.51
Anticipated Balance	<u>-</u>	<u>-</u>	<u>437,292.87</u>	<u>437,292.87</u>
Total Anticipated Balance	<u>\$ 224,464.52</u>	<u>\$ 201,846.63</u>	<u>\$ 567,301.47</u>	<u>\$ 993,612.62</u>
Reserve for Tree Replacements		<u>\$ 364.53</u>		

Information at 06/30/22
CSAFE: 1.17%

Cundall Farms Metropolitan District
Check List
All Bank Accounts
May 19, 2022 - July 7, 2022

Check Date	Payee	Amount
5/25/2022	United Power	\$ 319.10
6/13/2022	Advance HOA Management, Inc.	1,937.19
6/13/2022	Ascension Productions	400.00
6/13/2022	City of Thornton	658.16
6/13/2022	CliftonLarsonAllen	2,500.00
6/13/2022	Fun Services Inc.	1,690.75
6/13/2022	IDEA Law Group, LLC	122.00
6/13/2022	Paula Jurhs	85.00
6/13/2022	Schultz Industries Inc.	9,916.61
6/13/2022	Seter & Vander Wall PC	1,354.00
6/13/2022	White Bear Ankele Tanaka & Waldron	234.33
6/23/2022	David Scott	202.84
6/23/2022	Paula Jurhs	229.80
6/24/2022	United Power	286.27
7/6/2022	Advance HOA Management, Inc.	2,020.45
7/6/2022	City of Thornton	14,122.43
7/6/2022	CliftonLarsonAllen	2,500.00
7/6/2022	CO Smart Landscape	1,500.00
7/6/2022	IDEA Law Group, LLC	331.50
7/6/2022	Paula Jurhs	210.71
7/6/2022	Schultz Industries Inc.	9,300.32
7/6/2022	Seter & Vander Wall PC	3,512.00
		<u>\$ 53,433.46</u>

MANAGEMENT REPORT

Report Date: **July, 2022**

Community: **Cundall Farms Metro District**

Community Website: <https://cfmd.co/>

<p>Meetings Schedule: Bi-Monthly – First Tuesday</p> <p>Operations Fee: \$47.00/month</p>	<p>Board term: 5 members</p> <p><u>Vice President Term Expires 5/2023:</u> Reuben Maes: reuben.maes@cfmd.co</p> <p><u>Director Term Expires 5/2023:</u> Bradley Nelson bnelsonco158@gmail.com</p> <p><u>Secretary Term Expires 5/2025:</u> Darren Fresquez darrendfresquez@msn.com</p> <p><u>Director Term Expires 5/2023:</u> Paula Juhrs countryplumbing@aol.com</p> <p><u>Director Term Expires 5/2025:</u> David Stribling srib81@yahoo.com</p>
<p>Insurance: Expires 12/31/2022</p>	<p>Total Units: 362</p>
<p>District Services: Trash, Common Area Landscape Maintenance, Snow Removal on common area sidewalks, Pet Stations</p>	<p>Dates to Note: Irrigation turn on: April 15, 2022</p>

Design Reviews: Reuben Maes (BOD), David Stribling (BOD) and Judy Poor (homeowner) will be reviewer with assistance of Advance as of 8/3/21. Advance reviews/approves basic requests such as solar installation, radon mitigation. Committee must review and vote on all other submissions.

KB Homes/City of Thornton concrete project contacts:

DINS Services – contractor: admin@dinsservices.com

PM – Andy Laycock: andy@ascentld.com; 970-556-5858

KB Homes - Morris Barbera: mbarbera@kbhome.com; 303-232-1130

Current Projects / Action Items

PROJECT	STATUS
Grading in Open Space on East end of Saint Paul St homes	<p>5/13: Received email from owner at 15932 Saint Paul St about standing water in open space behind home. Sent to Schultz for review and repair advice.</p> <p>5/19: Received email from Schultz about open space. Needs civil plans.</p> <p>5/24: Sent plans to Schultz, needs regraded to comply with plans.</p> <p>7/2: To be discuss at July Board meeting.</p> <p>7/12: Megan to obtain proposals for costs of engineer report.</p> <p>8/3: Obtain proposals from engineers for cost of report.</p> <p>9/7: Megan advised vendors declined to work on this project due to not having availability.</p> <p>10/19: Provided as builds to Merrick via email.</p> <p>12/7: Sent engineer proposal to Board for review.</p> <p>12/17: Included in January 4, 2022 board packet.</p> <p>1/4/22: Proposal from Merrick presented to BOD at meeting. Board requests excavation company – should be able to do both the report and correction.</p> <p>Reached out to: Aerol Construction; Orion Environmental, Inc.; Arvada Excevatiors; Lighting Ventures; Fiore</p> <p>6/27: Reached out to Reconstruction Experts for proposal to correct grading.</p>
Basketball Court Replacement	<p>Vendor is Kevin Leach with Altitude Athletic Surfaces. Per Brad, requested permits be pulled for project. As of 5/10 no response from Kevin as to an update on this project. Asked Kevin if permit fee would be reduced since District is a government entity, per Brad.</p> <p>6/27: Still have not heard back from Kevin – Altitude Athletic Svcs. on status of permit/job.</p>
Monument Damage	<p>Police report filed, insurance claim filed. Requested proposals for repairs for PD report and insurance claim.</p> <p>6/27: Requested proposal from Reconstruction Experts for sign repairs.</p>
Electrical Outlet at Entry	<p>Proposal approved at May meeting.</p>
Trailside Patio Homes HOA Board	<p>8/17: Reuben would like to close the communication gap between the Metro District and the Patio Home Board. I asked Adam Thompson to provide me with the contact information for the manager for the Patio homes as Metco maintains the landscaping, contact provided: Denise Haas@ 5150 Community Management; 720-961-5150; denise@5150cm.com</p> <p>10/8: David sent email to Board regarding conversation with Denise at 5150. I provided contact information for two Board members to Kathy.</p>
Winter Watering	<p>Dates of winter watering:</p> <p>CO Smart: October/November – 1 time</p> <p>Schultz: End of November and December</p>
Agenda Sign at Park	<p>1/4/22: Reach out to USPS to see if signs may be posted on mailboxes. Main sign needs repairs.</p>
Removal of Signs	<p>Darren to reach out to CO Smart to inquire on cost to remove dogs to be leashed signs.</p>

Native Maintenance	Weed treatment completed. Mowing once per contract, typically in July. Board to advise if they would like done at a different time. Weed treatment completed in April; mowing to take place in July – once per year per contract.
Tract Z (end of 159th)	Tract turned over to District. Area has been seeded but needs cleaned up from concrete staging from 2021. Reported to KB for cleanup of staging debris.

Current Contracts

Service	Company	Rate	Expiration	Termination Clause
Audit / Tax Prep			annual engagement	n/a
Insurance	McGriff, Seibels & Williams, Inc.		12/31/2022	n/a
Landscaping	Schultz		12/31/2022	30 days
Pet Waste Removal	Schultz		12/31/2022	30 days
Snow Removal	Schultz		12/31/2022	30 days
Trash Removal	City of Thornton	Billed to Homeowners through their utility billing	None	N/A
Legal Services	Seter & Vander Wall, P.C.	\$140-\$490/hr Beth Dauer \$300/hr		
Management	Advance HOA Management	\$1560 / month	Auto renew	30 days
Accounting	Clifton Larson Allen LLP			

From: [Josh Schultz](#)
To: [Melissa Kupferer](#)
Subject: RE: Cundall Farms
Date: Friday, July 8, 2022 7:41:21 AM
Attachments: [Scanned from a Xerox Multifunction Printer.pdf](#)

Hi Melissa,

The repairs are attached.

Our tech was on site to inspect the system on...

6/1

6/8, 6/9

6/16, 6/17

6/23

6/29, 6/30

I've been on site going through specific controller programs every Thursday.

Thanks,

Josh

From: Melissa Kupferer <melissa.kupferer@advancehoa.com>
Sent: Thursday, July 7, 2022 3:31 PM
To: Josh Schultz <josh@schultzindustries.net>
Subject: Cundall Farms

Hi,

Can you send me a June irrigation report for operations, inspections and repairs please?

Melissa Kupferer | Director of Management Services



PO Box 370390

Denver, CO 80237

(303) 482-2213 x283 | (303) 495-5895 fax

www.advancehoa.com



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Invoice		
Purchase Order	Invoice No	Date
	112856	6/15/2022
Job	Account No	Terms
Cundall Farms	50857	Net 30

Cundall Farms
 c/o Advance HOA
 PO BOX 370390
 Denver, CO 80237

Description	Date	Quantity	Unit	Unit Price	Ext Price
Irrigation repairs					
All Property: Emergency call turn the water off	6/3/2022	2	Hour	\$130.00	\$260.00
Elizabeth Cir big Park: replace stuck valve	6/6/2022	4	Hour	\$65.00	\$260.00
M.VALVE-PEB 2"	6/6/2022	1	2"	\$304.27	\$304.27
M.PVC-ADAPTER MALE X SLIP (G) 2-1/2"	6/6/2022	1	2-1/2"	\$8.25	\$8.25
M.PVC-BUSHING SS 2 1/2 X 2"	6/6/2022	1	2 1/2 X 2	\$6.15	\$6.15
M.PVC-ELBOW 45 SLIP (G) 2-1/2"	6/6/2022	2	2.5"	\$20.14	\$40.29
M.PVC-ELBOW 90 SLIP (G) 2-1/2"	6/6/2022	2	2.5"	\$20.10	\$40.20
M.PVC-PIPE (G) 2-1/2"	6/6/2022	4	2.5"	\$3.67	\$14.68
M.PVC-SLIP FIX (F) 2-1/2"	6/6/2022	1	2.5"	\$44.39	\$44.39
M.ELEC-DRYCONN KING CONNECTORES	6/6/2022	2	Connector	\$3.90	\$7.80
M.CLAMP-PINCH (B) 3/4"	6/9/2022	2	3/4"	\$0.25	\$0.50
M.POLY-COUPLING INSERT (B) 3/4"	6/9/2022	1	3/4"	\$1.86	\$1.86
M.HEAD-HUNTER 6" SPRAY 30PSI REG W/CHECK VAL'	6/9/2022	2	6"	\$27.75	\$55.50
M.NOZZLE-PLASTIC MPR (E) 10H	6/9/2022	2	10 half	\$3.70	\$7.40
M.HEAD-HUNTER 12" PC/FC ROTOR W/ CHECK VALVE	6/9/2022	1	12"	\$44.00	\$44.00
156th PL&Columbine St: repair broken drip	6/9/2022	0.6	Hour	\$65.00	\$39.00
15915 Columbine St: replace 2 broken heads	6/9/2022	1.2	Hour	\$65.00	\$78.00
Along Josephine Cir: replace broken rotor	6/9/2022	0.7	Hour	\$65.00	\$45.50

Irrigation repairs Subtotal: \$1,257.79



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Cundall Farms
 c/o Advance HOA
 PO BOX 370390
 Denver, CO 80237

Description	Date	Quantity	Unit	Unit Price	Ext Price
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Subtotal:	\$1,257.79
Taxable:	
Tax:	
Total:	\$1,257.79

For emergency sprinkler shut offs please call (720) 299-5685
 Commercial Applicators are licensed by the Colorado Department of Agriculture
 State License #00784



Invoice		
Purchase Order	Invoice No	Date
	113157	6/30/2022
Job	Account No	Terms
Cundall Farms	50857	Net 30

Cundall Farms
 c/o Advance HOA
 PO BOX 370390
 Denver, CO 80237

Description	Date	Quantity	Unit	Unit Price	Ext Price
Irrigation repairs					
M.POLY-SWING PIPE 1/2"	6/16/2022	1	1/2"	\$0.75	\$0.75
M.POLY-COUPLING INSERT (B) 3/4"	6/16/2022	1	3/4"	\$1.86	\$1.86
M.CLAMP-PINCH (B) 3/4"	6/16/2022	2	3/4"	\$0.25	\$0.50
M.HEAD-HUNTER PGP PC/FC ROTOR ULTRA W/CHEC	6/16/2022	1	4"	\$25.27	\$25.27
M.POLY-SWING PIPE ELL 3/4" MPT	6/16/2022	2	3/4" MPT	\$1.78	\$3.56
156th Ave&Columbine St: repair broken drip	6/16/2022	0.8	Hour	\$65.00	\$52.00
156th Ave&York St: replace broken rotor	6/16/2022	0.7	Hour	\$65.00	\$45.50
M.ELEC-SOLENOID HUNTER LEIT H/D ALL VALVES	6/22/2022	1	Ea	\$14.70	\$14.70
M.ELEC-WIRE CONNECTOR DBR	6/22/2022	2	Ea	\$3.25	\$6.50
York St&158th Ave: troubleshooting broken wire	6/22/2022	3	Hour	\$65.00	\$195.00
M.POLY-SWING PIPE 1/2"	6/23/2022	1	1/2"	\$0.75	\$0.75
M.HEAD-HUNTER I-20 ROTOR 6"	6/23/2022	1	6"	\$40.42	\$40.42
M.POLY-SWING PIPE ELL 3/4" MPT	6/23/2022	1	3/4" MPT	\$1.78	\$1.78
M.ELEC-SOLENOID R/B PEB/EFB/PGA	6/23/2022	1	Ea	\$51.04	\$51.04
M.HEAD-HUNTER 12" PC/FC ROTOR W/ CHECK VALVE	6/23/2022	1	12"	\$44.00	\$44.00
M.ELEC- RB FIELD DECODER - 1 VALVE	6/23/2022	1	Ea	\$228.62	\$228.62
M.ELEC-WIRE CONNECTOR DBR	6/23/2022	2	Ea	\$3.25	\$6.50
M.HEAD-HUNTER I-20 ROTOR 6"	6/23/2022	1	6"	\$40.42	\$40.42
15726 Josephine Cir: replace broken rotor	6/23/2022	0.7	Hour	\$65.00	\$45.50
15796 Josephine Cir:replace broken decoder & rotor	6/23/2022	1.8	Hour	\$65.00	\$117.00
Along Josephine Cir: replace broken rotor	6/23/2022	0.7	Hour	\$65.00	\$45.50
M.ELEC-SOLENOID R/B PEB/EFB/PGA	6/29/2022	1	Ea	\$51.04	\$51.04
M.ELEC-WIRE CONNECTOR DBR	6/29/2022	4	Ea	\$3.25	\$13.00
M.ELEC-1 STATION DECODER HUNTER	6/29/2022	1	Ea	\$200.00	\$200.00
M.HEAD-HUNTER I-20 ROTOR 6"	6/29/2022	1	6"	\$40.42	\$40.42
M.NOZZLE-PLASTIC MPR (B) 8H		1	8 half	\$3.70	\$3.70



Invoice		
Purchase Order	Invoice No	Date
	113157	6/30/2022
Job	Account No	Terms
Cundall Farms	50857	Net 30

Cundall Farms
 c/o Advance HOA
 PO BOX 370390
 Denver, CO 80237

Description	Date	Quantity	Unit	Unit Price	Ext Price
Irrigation repairs					
	6/29/2022				
M.PVC-PIPE (E) 1-1/2"	6/29/2022	2	1.5"	\$1.86	\$3.72
M.PVC-SLIP FIX (D) 1-1/2"	6/29/2022	1	1.5"	\$24.20	\$24.20
M.PVC-COUPLING SS (E) 1-1/2"	6/29/2022	1	1.5"	\$2.68	\$2.68
M.NOZZLE-PLASTIC MPR (E) 10H	6/29/2022	2	10 half	\$3.70	\$7.40
M.HEAD-HUNTER 6" SPRAY 30PSI REG W/CHECK VAL'	6/29/2022	2	6"	\$28.49	\$56.98
M.POLY-SWING PIPE ELL 3/4" MPT	6/29/2022	2	3/4" MPT	\$1.78	\$3.56
M.POLY-SWING PIPE 1/2"	6/29/2022	1	1/2"	\$0.75	\$0.75
M.HEAD-HUNTER I-20 ROTOR 6"	6/29/2022	1	6"	\$40.42	\$40.42
M.ELEC-SOLENOID R/B PEB/EFB/PGA	6/29/2022	1	Ea	\$51.04	\$51.04
M.HEAD-HUNTER I-20 ROTOR 6"	6/29/2022	1	6"	\$40.42	\$40.42
158th Ave&Josephine Cir: repair broken line	6/29/2022	1	Hour	\$65.00	\$65.00
15852 Josephine Cir:replace broken decoder & rotor	6/29/2022	2.5	Hour	\$65.00	\$162.50
15983 Fillmore St: replace solenoid & rotor	6/29/2022	1.7	Hour	\$65.00	\$110.50
15905 Columbine St: replace 2 broken heads	6/29/2022	1.2	Hour	\$65.00	\$78.00
Along Elizabeth Cir: replace broken rotor	6/29/2022	0.7	Hour	\$65.00	\$45.50
M.ELEC-WIRE CONNECTOR DBR	6/30/2022	4	Ea	\$3.25	\$13.00
M.ELEC-1 STATION DECODER HUNTER	6/30/2022	1	Ea	\$200.00	\$200.00
M.ELEC-SOLENOID R/B PEB/EFB/PGA	6/30/2022	1	Ea	\$51.04	\$51.04
M.NOZZLE-PLASTIC MPR (A) 8Q	6/30/2022	1	8 qtr	\$3.70	\$3.70
M.HEAD-HUNTER 6" SPRAY 30PSI REG W/CHECK VAL'	6/30/2022	1	6"	\$28.49	\$28.49
M.HEAD-HUNTER I-20 ROTOR 6"	6/30/2022	1	6"	\$40.42	\$40.42
15870 Josephine St: replace broken decoder	6/30/2022	2	Hour	\$65.00	\$130.00
15890 Josephine St: replace broken head	6/30/2022	0.6	Hour	\$65.00	\$39.00
15943 Elizabeth St: replace broken rotor	6/30/2022	0.7	Hour	\$65.00	\$45.50



Invoice		
Purchase Order	Invoice No	Date
	113157	6/30/2022
Job	Account No	Terms
Cundall Farms	50857	Net 30

Cundall Farms
 c/o Advance HOA
 PO BOX 370390
 Denver, CO 80237

Description	Date	Quantity	Unit	Unit Price	Ext Price
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Irrigation repairs

Irrigation repairs Subtotal: \$2,519.15

Subtotal:	\$2,519.15
Taxable:	
Tax:	
Total:	\$2,519.15

For emergency sprinkler shut offs please call (720) 299-5685
 Commercial Applicators are licensed by the Colorado Department of Agriculture
 State License #00784

Proposal

June 15, 2022

Submitted To: Cundall Farms
c/o Advance HOA
PO BOX 370390
Denver CO 80237

Project: Cundall Farms, Replace Sod
15791 Josephine Cir lce West



Scope

We propose to furnish the following scope of work to complete the above mentioned project:

1. Replace winterkill sod	At a cost of	\$349.39	_____
2. Replace winter kill sod	At a cost of	\$425.23	_____
3. Fix grade, replace sod	At a cost of	\$1,356.49	_____
4. Replace winter kill sod	At a cost of	\$0.00	_____
5. Replace winter kill sod	At a cost of	\$0.00	_____
		\$2,131.11	

Terms & Conditions

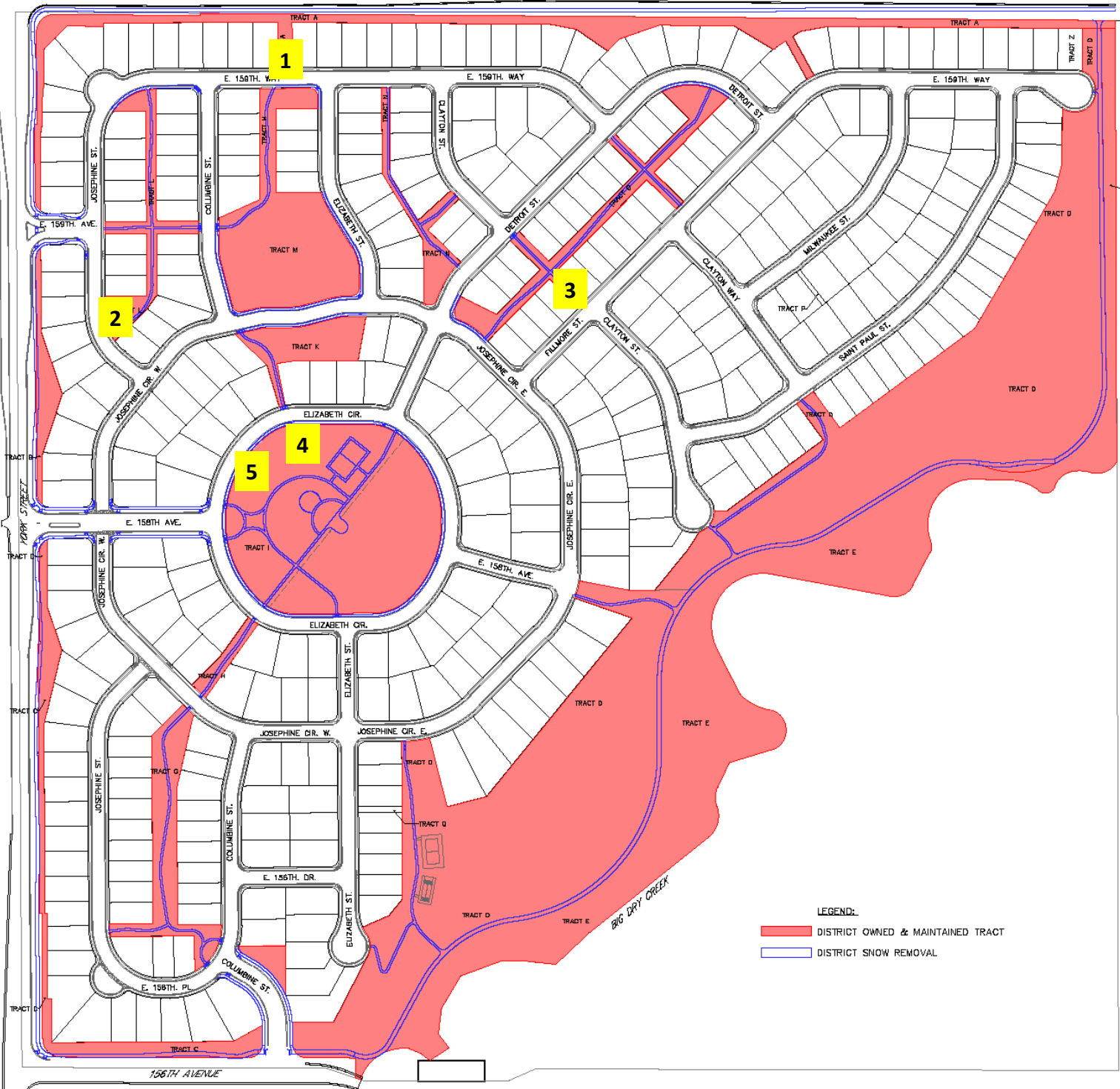
Proposal may be withdrawn if not accepted within 30 days of issue date

All plant installations come with a 1 year warranty, provided the maintenance is provided by Schultz Industries, Inc.

Unless specifically included in the above specs, all necessary irrigation work required with this task will be billed on a time and material basis at a rate of \$65.00 per hour or your current contract rate.

Upon acceptance, please initial desired services, sign and return this proposal

By: Joshua J. Schultz 6/27/2022 Accepted: _____
 Schultz Industries, Inc. Date Cundall Farms Date



LEGEND:
 DISTRICT OWNED & MAINTAINED TRACT
 DISTRICT SNOW REMOVAL

PROJECT: 2023-2024 DISTRICT MAINTENANCE PLAN
 DATE: 11/15/23
 DRAWN BY: [Name]
 CHECKED BY: [Name]



1. Replace winter kill sod area.



2. Replace all winter kill sod areas.



3. Remove dead sod. Fix grade so water does not pool here. Install new sod.

From: [David Stribling](#)
To: [Melissa Kupferer](#)
Subject: Re: Electrical Bid
Date: Tuesday, July 5, 2022 9:16:39 AM

For

Sent from my iPhone

On Jul 5, 2022, at 8:04 AM, Melissa Kupferer
<melissa.kupferer@advancehoa.com> wrote:

Board,

Please reply only to me for this vote.

Please reply with 'FOR' or 'AGAINST' adding two additional outlets at the entry for a cost of \$300.

Melissa Kupferer | Director of Management Services



PO Box 370390
Denver, CO 80237
(303) 482-2213 x283 | (303) 495-5895 fax
www.advancehoa.com



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From: countryplumbing@aol.com <countryplumbing@aol.com>

Sent: Sunday, July 3, 2022 2:40 PM

To: Melissa Kupferer <melissa.kupferer@advancehoa.com>;
bnelsonco158@gmail.com; darrendfresquez@msn.com; reuben.maes@cfmd.co; David Stribling <davidryanstribling@gmail.com>

Subject: Electrical Bid

While I was meeting with the christmas light company, he recommended that we put a 4 gang box instead of 2. Which means four plug-ins. I asked Micah and he said he could do that for \$300.00. we would just write that on to his original quote and sign off.

Can we agree or not through email, or do we have to do it at a meeting?

Paula Jurhs

[Sent from the all new AOL app for Android](#)

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Paula Jurhs

[Sent from the all new AOL app for Android](#)

From: [Reuben Maes](#)
To: [Melissa Kupferer](#)
Subject: Re: Electrical Bid
Date: Tuesday, July 5, 2022 5:17:58 PM

I think that this would be beneficial. I would vote yes.

Reuben P. Maes
Vice President
Cundall Farms Metro District
Board of Directors

From: Melissa Kupferer <melissa.kupferer@advancehoa.com>
Sent: Tuesday, July 5, 2022 8:04 AM
To: Brad Nelson <bnelsonco158@gmail.com>; Darren Fresquez <darrendfresquez@msn.com>; David Stribling <Davidryanstribling@gmail.com>; Paula J. <countryplumbing@aol.com>; Reuben Maes <reuben.maes@cfmd.co>
Cc: Catherine Bright <cbright@svwpc.com>; Colin Mielke <cmielke@svwpc.com>; Elizabeth Dauer <edauer@svwpc.com>
Subject: FW: Electrical Bid

Board,

Please reply only to me for this vote.

Please reply with 'FOR' or 'AGAINST' adding two additional outlets at the entry for a cost of \$300.

Melissa Kupferer | Director of Management Services



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From: countryplumbing@aol.com <countryplumbing@aol.com>
Sent: Sunday, July 3, 2022 2:40 PM
To: Melissa Kupferer <melissa.kupferer@advancehoa.com>; bnelsonco158@gmail.com; darrendfresquez@msn.com; reuben.maes@cfmd.co; David Stribling <davidryanstribling@gmail.com>
Subject: Electrical Bid

While I was meeting with the christmas light company, he recommended that we put a 4 gang box

instead of 2. Which means four plug-ins. I asked Micah and he said he could do that for \$300.00. we would just write that on to his original quote and sign off.

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Paula Jurhs

[Sent from the all new AOL app for Android](#)

**RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
CUNDALL FARMS METROPOLITAN DISTRICT**

**Amending the Residential Improvement Guidelines and Site Restrictions for Trailside
Community at Cundall Farms**

WHEREAS, the Cundall Farms Metropolitan District (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado; and

WHEREAS, pursuant to § 32-1-1001(1)(h), C.R.S., the Board of Directors of the District (the “**Board**”) is empowered to have the management, control, and supervision of all business and affairs of the District; and

WHEREAS, Article 2, Section 2.1 of the Covenants, Conditions, and Restrictions for Trailside, recorded in the real property records of the clerk and recorder for Adams County, Colorado on November 17, 2014, at Reception Number 20140000080289 (the “**Declaration**”), provides that the Board has the authority to serve as or appoint members to the Architectural Review Committee (“**ARC**”); and

WHEREAS, Section 2.12 of the Residential Improvements Guidelines and Site Restrictions for Trailside Community at Cundall Farms (the “**Guidelines**”) provides the Guidelines may, at any time, be added to, deleted from, repealed, amended, and modified, reenacted, or otherwise changed by the ARC in its sole discretion as changing conditions and/or priorities dictate; and

WHEREAS, the Board, acting as the ARC, hereby desires to amend and supplement the Guidelines as set forth herein.

NOW THEREFORE, be it resolved by the Board of Directors of the Cundall Farms Metropolitan District as follows:

1. Repeal and Restatement. Pursuant to the findings set forth above, Section 3.75- Solar Energy Devices- of the Guidelines is hereby repealed in its entirety and the following is substituted:

Approval is required (Excluding landscape lighting) in order to review aesthetic conditions. Photovoltaic (PV) Solar panels must lay flat on the roof, meet all applicable safety, building codes and electrical requirements. This includes solar panels for thermal systems (solar water heaters). The installation of critter guards is strongly encouraged. The ARC is permitted to request changes as long as they do not significantly increase the cost or decrease the efficiency of the proposed device and panels. Please see Colorado Law C.R.S. § 38-30-168, which governs the review and the homeowner’s installation of such devices.

2. Effective Date. This Resolution shall be effective as of July 12, 2022.

Adopted this 12th day of July, 2022.

CUNDALL FARMS METROPOLITAN DISTRICT

President, Board of Directors

Attest:

DRAFT