

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.

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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.

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- 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

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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

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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.

Darren Fresquez
[Darren Fresquez \(Jul 29, 2022 14:11 MDT\)](#)
Secretary for the Meeting







00611644

Final Audit Report

2022-07-29

Created:	2022-07-29
By:	Catherine Bright (cbright@svwpc.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAUpLM3TNafm9_5o8rfUQJidZ7DzofaCS5

"00611644" History

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-  Document emailed to darrendfresquez@msn.com for signature
2022-07-29 - 4:25:27 PM GMT
-  Email viewed by darrendfresquez@msn.com
2022-07-29 - 8:09:32 PM GMT- IP address: 76.120.40.168
-  Signer darrendfresquez@msn.com entered name at signing as Darren Fresquez
2022-07-29 - 8:11:18 PM GMT- IP address: 76.120.40.168
-  Document e-signed by Darren Fresquez (darrendfresquez@msn.com)
Signature Date: 2022-07-29 - 8:11:19 PM GMT - Time Source: server- IP address: 76.120.40.168
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