

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF

WHEATLANDS METROPOLITAN DISTRICT

Held: Thursday, May 14, 2020, at 6:00 p.m.

*Due to Executive Order D 2020 044 Safer at Home issued by Governor Polis on April 26, 2020, and Public Health Order 20-28 implementing the Executive Order, issued by the Colorado Department of Health and Environment (CDPHE) on April 26, 2020, this meeting was held via teleconferencing.*

**Attendance**

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

Paulette Martin  
Kathy Barela  
Robert Romero  
Sameer Bhatnagar  
Brooke Holliman

Also present were Clint C. Waldron, Esq. and Laura Heinrich, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; Rick Gonzales, Marchetti & Weaver, District Accountant; Lori Walker, District Manager, Debbie Guth, and Hannah Krafels, YMCA; Sharon Sulzle, Advance Management, LLC; Kevin Cox, Cox Landscaping; and residents.

**Call to Order**

It was noted that a quorum of the Board was present and the meeting was called to order.

**Disclosure Matters**

Mr. Waldron reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron 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. Mr. Waldron 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.

**Agenda**

The Board reviewed the agenda. Following discussion, upon motion duly made and seconded, the Board approved the agenda, as amended.

**Election of Officers**

The Board considered election of Officers. Following discussion, upon motion duly made and seconded, the Board approved the election of the District's officers as follows:

- Paulette Martin - President
- Kathy Barela – Vice President/Treasurer
- Robert Romero - Secretary
- Sameer Bhatnagar – Assistant Treasurer
- Brooke Holliman – Assistant Secretary

**Resolution Extending  
Emergency Procedures and  
Authorizing Teleconferencing  
for Regular and Special  
Meetings**

Mr. Waldron reviewed the Resolution Extending Emergency Procedures and Authorizing Teleconferencing for Regular and Special Meetings with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the Resolution.

**Consent Agenda**

The Board reviewed the items on the consent agenda. Mr. Waldron advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and adopted:

- Minutes from April 9, 2020
- Claims Payable in the Amount of \$120,914.81
- Emergency Childcare at Wheatlands Clubhouse

**Covenant  
Enforcement/Design  
Review**

**Review Covenant  
Enforcement Report**

Ms. Sulzle reviewed the executive summary and operations summary covenant enforcement reports with the Board.

**Review Violation and Fine  
Process**

Ms. Sulzle reviewed the violation and fine process with the Board. She also reviewed the notice and violation letters currently being sent to homeowners.

## **Landscape Maintenance**

Review Landscape Maintenance Report and Status of Approved Work Orders

Mr. Cox reviewed the landscape maintenance report. The Board requested that the tree spraying be moved from Saturday to a different day, based on feedback from residents. After discussion, Mr. Cox noted the date could not be moved.

Review Request for 5 Austrian Pine Trees Behind Lot

The Board reviewed and discussed a proposal from a homeowner to pay the District to install 5 Austrian Pines on District property behind the homeowner's lot, and requested input from Mr. Cox. After discussion regarding the change in the City approved landscape plan, irrigation, turf revisions, rock beds, and precedent, the Board denied the request. The Board asked that Kevin meet with the homeowner to discuss other screening options. The Board also requested that Mr. Cox review the community for further discussion regarding this policy.

Review and Approval of Work Order/Proposals

*Proposal for Removal of Trees in Pool Area (Sightlines)*

Deferred

Other Landscape Maintenance

The Board noted that the detention pond behind Harvest seems to have more water than usual. Mr. Cox said he will look into it.

The Board asked for an update on the new trash cans and pet waste stations. Mr. Cox will check with his team.

## **Legal Matters**

Board Member Training

Mr. Waldron asked whether the Board would like to have a board member orientation training. The Board determined it would like to hold an orientation training and asked that it be scheduled.

## **District Management**

District Manager's Report and Status of Approved Work Orders

Ms. Walker reviewed the District Manager's Report with the Board.

Review and Consider  
Approval of Work  
Order/Proposals

The Board considered proposals for clubhouse shades. Following review and discussion, upon a motion duly made and seconded, the Board approved the proposal for Hunter Douglas shades at a cost to the District not to exceed \$3,000.

The Board discussed the disposal of the credenza, television, and projector. The Board asked that the credenza be offered for free to the community. Ms. Ryan will list the credenza on the Wheatlands page. The contractor will dispose of the projector and TV.

Other District Management  
Matters

Ms. Walker reviewed the procedures for the possible opening of the pool on June 1, noting that pools have not been approved to open yet. The Board discussed the procedures for screening, social distancing, and cleaning. The Board also discussed not putting furniture out to reduce the surfaces to be cleaned. The Board asked about enforcement and how patrons who do not want to abide by the rules will be managed. The Board asked that a special meeting be scheduled to discuss opening the pool as soon as the guidelines come out. Ms. Guth mentioned the YMCA is looking into a reservation system to better manage capacity.

The Board also discussed the opening of the Clubhouse and disinfecting the clubhouse once it is reopened.

Ms. Walker reviewed proposals for personal protective equipment (“PPE”), including hand sanitizer stations and a fogging machine. Following discussion, upon a motion duly made and seconded, the Board approved the purchase of the recommended PPE, hand sanitizer stations and a fogging machine.

The Board discussed the upcoming events including the 4<sup>th</sup> of July parade and garage sale. After discussion, the Board decided that the community garage sale will be postponed until further guidance has been issued by the state and Tri-County, and that the garage sale be discussed at the upcoming special meeting.

The Board discussed the dumpster day and asked Ms. Walker to confirm the District’s contract includes one free dumpster.

**Parks, Recreation and  
Community Activities**

WPRA Recreation Facility  
Update

Director Barela provided an update on the construction of the recreation facility. The facility is still on schedule to open in May of 2021. The Board discussed the noise complaint and noted that the contractor was made aware of it.

Reopening of Playground

The Board discussed the reopening of the playground and asked that the topic be added to the next special meeting agenda.

**Financial Matters**

Consider Acceptance of  
Unaudited Financials for the  
period ended March 31, 2020

Mr. Gonzales reviewed the March 31, 2020 unaudited financials with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the financials.

Consider Approval of 2019  
Audit

Mr. Gonzales reviewed the 2019 audit. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the 2019 audit and authorized filing subject to an unqualified audit opinion.

Other Financial Matters

The Board discussed the status of payment of operations fees.

**Public Comment**

A member of the public thanked the Board for all of its hard work and foreword looking planning on projects and the budget.

**Other Business**

None.

**Adjourn**

There being no further business to come before the Board, upon motion, second and unanimous vote, the meeting was adjourned.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

  
Robert Romero (Jul 6, 2020 14:46 MDT)

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Secretary for the Meeting

The foregoing minutes were approved on the 11<sup>th</sup> day of June, 2020.