

MINUTES OF A SPECIAL MEETING OF THE BOARD OF  
DIRECTORS

OF

WHEATLANDS METROPOLITAN DISTRICT

Held: Thursday, August 13, 2020, at 6:00 p.m.

*Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Health and Environment, and due to the risks posed by Covid 19, 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., White Bear Ankele Tanaka & Waldron, District General Counsel; Rick Gonzales, Marchetti & Weaver, District Accountant; Lori Walker, YMCA, District Manager; Sharon Sulzle, Advance Management, LLC; Kevin Cox, Cox Landscaping.

**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 unanimously approved the agenda, as amended.

**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:

- July 9, 2020 Meeting Minutes
- 2019 Annual Report
- Claims Payable in the amount of \$226,901.29
- 2020 Tree Replacement Proposal in the amount of \$42,826.00

### **Covenant Enforcement/Design Review**

#### **Review Covenant Enforcement Report**

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

The Board engaged in discussion regarding items to include in the newsletter, and would like to address the highest violation categories as well as the replacement of dead trees.

The Board discussed the dead trees that were put on hold and the violation process and notices that will go out if the dead trees have not been replaced. Ms. Sulzle noted that first notices have already gone out, and the next notice will be a second notice. The Board asked that a note be added to the second notice that if arrangements have been made for a tree replacement, to please contact Advanced Management, LLC, as the Board is aware tree replacements that have been ordered are taking a long time to be installed.

### **Landscape Maintenance**

#### **Review Landscape Maintenance Report**

Mr. Cox reviewed the landscape maintenance report with the Board.

#### **Status of Approved Work Orders**

Mr. Cox noted the additional trash cans and pet waste stations have been installed. Mr. Cox also noted they are in the process of planting the approved trees.

#### **Review Water Usage Tracking Report**

The Board reviewed the Water Usage Tracking Report. It was noted with Phase II of the park, the District needs to review available rebates through the City of Aurora water conservation program due to the turf reduction.

#### **Review and Consider Approval of Work Orders/Proposals**

None.

#### **Other Landscape Matters**

The following additional matters were discussed:

The Board asked if the breeze path behind the clubhouse had been looked at. Mr. Cox indicated he will follow up.

The Board asked whether Cox's crew could rake the mulch at the park. Mr. Cox indicated it will be taken care of.

It was mentioned that the concrete under the pavilion needs to be cleaned. Mr. Cox said he will ask his guys to be better at picking up the trash and debris at the pavilion and will also have the area power washed.

The Board discussed adding a line item to the budget for park maintenance. Mr. Gonzales said he will add a line item to the draft budget.

## **Legal Matters**

Approval of Clubhouse Rental  
COVID Waiver

Mr. Waldron reviewed the proposed Clubhouse Rental COVID 19 waiver with the Board. He also discussed Tri-County's position that clubhouse rentals require staff members be present to monitor mask usage and encourage social distancing. After discussion, upon motion duly made and seconded, the Board approved the COVID waiver and determined to allow clubhouse rentals subject to the rental party paying a \$150.00 cleaning fee and also paying the staffing fee.

Other Legal Matters

None.

## **District Management**

District Manager's Report and  
Status of Approved Work Orders

Ms. Walker reviewed the District Manager's Report with the Board and provided the following status updates:

- The Clubhouse and Pool Sound Systems have been completed.
- The Clubhouse blinds have been installed
- Summer Camp's last day is tomorrow, and deep cleaning has been scheduled for next week.
- The ProSec Clubhouse Video System camera installation has been completed.
- The missing "D" on the Wheatlands monument sign is being installed.
- The video camera equipment is currently being installed at the park.

Review and Consider Approval  
of Work Order/Proposals

None.

Discussion Regarding Retiling  
Pool

The Board reviewed pictures showing where retiling work is needed and asked that this work be included in the 2021 budget. No Board action required.

Other District Management  
Matters

It was mentioned that homeowners have been feeding wildlife on the City Trail behind Ider St. Ms. Sulzle will work with the City of Aurora to try to address the issue.

## **Parks, Recreation and Community Activities**

Discussion Regarding District  
Parks, Pool and Clubhouse –  
COVID 19

The Board reviewed the proposed pool hours beginning August 17.

Park Vandalism	The replacement Honey Bee is scheduled to ship on September 21. Aurora Police have been unable to identify the responsible parties, and the District is working with the District's insurance broker on filing a claim.
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Wheatlands Park Phase II Concept Plans	Architerra is continuing to work on the concept plans.
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WPRA Recreation Facility Update	Ms. Barela provided an update on the recreation facility construction, noting the project is still on schedule to open in May, 2021.
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Discuss Community Events	The Board discussed the upcoming paper shredding and food truck night. The Board also discussed the possibility of holding a social-distanced fall event. Ms. Walker will look at options.
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#### **Financial Matters**

Consider Acceptance of Unaudited Financials for the period ended June 30, 2020	Mr. Gonzales reviewed the June 30, 2020 unaudited financials with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the financials.
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Other Financial Matters	None.
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#### **Director's Items**

Review and Discuss Board Emails Received	None for discussion.
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<b>Public Comment</b>	None.
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<b>Other Business</b>	None.
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<b>Adjourn</b>	There being no further business to come before the Board, upon motion, second and unanimous vote, the meeting was adjourned.
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The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

**Robert Romero Jr**

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Secretary for the Meeting

The foregoing minutes were approved on the 10<sup>th</sup> day of September, 2020.