

**STONEGATE NORTH VILLAGES METROPOLITAN DISTRICT  
BOARD OF DIRECTORS MEETING  
MINUTES**

**Held:** Tuesday, the 27<sup>th</sup> day of October, 2020 at 5:30 p.m. virtually via Zoom Video Communications as posted and identified on the published meeting agenda.

**Attendance:** The Regular Meeting of the Board of Directors of Stonegate Villages North Metropolitan District, Parker, Colorado, was called and conducted virtually via Zoom Video Communications, in accordance with the applicable statutes of the State of Colorado with the following directors present and acting:

Jeni Reilly, Kevin Reilly, Holly Kamm, Alice Braun and Warren Robinson were in attendance. Also, present were Kim Seter with Seter & Vander Wall P.C.; Eric Weaver and Cheri Curtis with Marchetti & Weaver LLC; Eli Schlagel with Front Range Recreation; Jennifer Dulles with DStreet; and Mark L. Eames, PCAM and Jessica Moser with PCMS. Member of the public in attendance was: Sunil Mishra.

**Roll Call and  
Call to Order:**

Director J. Reilly confirmed a quorum was present for the purpose of conducting business and the meeting was called to order at 5:30 p.m. Director J. Reilly requested that Mr. Eames conduct the remainder of the meeting.

**Disclosure of  
Potential Conflict  
Interest:**

Mr. Eames noted that general disclosure statements have been filed as necessary on behalf of the members of the Board of Directors having conflicts of interest with the Office of the Colorado Secretary of State and with the Secretary of the District. Upon motion duly made, seconded and unanimously carried, the Board directed that said general disclosures be incorporated herein.

**Public Forum:**

Sunil Mishra was in attendance to complain about the lack of trees surrounding his specific lot and requested that the District install at least 10 trees surrounding his home. It was noted that if Meritage did not plant trees in that location before the tracts were turned over to the District for maintenance, it may be a couple of years before the District would look at installing additional trees around his home.

**Approval  
of Agenda:**

Mr. Eames reviewed the Agenda with the Board. Following discussion, upon a motion duly made and seconded, the Board approved the Agenda as presented.

**Consent Agenda:**

Items for Consent Agenda:

- A. Review and Approve Regular Meeting Minutes of September 22, 2020 which was reconvened on October 6, 2020.
- B. Review and Approve Current Claims Totaling \$64,960 and Director's Fees Totaling \$738.80.

Following discussion, upon a motion duly made and seconded, the Board approved the Consent Agenda Items A & B as presented.

**Outside  
Professional Reports:**

**Communications  
and Branding  
Update:**

Jennifer Dulles and Director J. Reilly provided a detailed update on the communications, rebranding and updated website for the District to the Stonegate North Villages Metropolitan District. Ms. Dulles reported that she would like to hold a content meeting a week prior to the newsletter deadline each month to review the content she is providing on behalf of the SNVMD for the Stonegate Messenger, the Owners Association's monthly newsletter publication. Ms. Dulles went on to inquire as to the status of the review of the contract between her company and the District for her services as she has a concern regarding the payment schedule and requested that she continue to be paid a month ahead of time of the services completed.

**Outside  
Professional Reports  
Continued**

**Accounting:**

Mr. Weaver provided a review of the financial reports for the District as of September 30, 2020 as provided to the Board electronically prior to the meeting. After final review/discussion on the financial reports, motion was made, seconded and unanimously carried to approve the financial reports presented and file for audit as of September 30, 2020.

Mr. Weaver provided a brief follow up regarding the Bond Documents required timelines for the District to utilize the capital projects fund, for those capital improvements projects that qualify and could be expensed from the capital projects fund.

Mr. Weaver reviewed the summary report provided to the Board in their informational packet and the proposed First Supplement to Indenture of Trust and the Resolution Authorizing an Amendment to the Indenture of Trust Relating to the Issuance of the Lincoln Park Metropolitan District, Douglas County, CO, Limited Tax General Obligation Refunding and Improvement Bonds, Series 2018 documents that had been provided to the Board for review. Following discussion, upon a motion duly made and seconded, the Board approved both the Amendment and Resolution and authorized Mr. Weaver to move forward with having these documents finalized.

Mr. Weaver noted that the Board will need to conduct a 2020 Budget Amendment Hearing along with the 2021 Budget Hearing. Both matters will be placed on the November 24, 2020 meeting agenda.

**Legal Updates:**

Mr. Seter, with Seter & Vander Wall, P.C. reviewed the status report provided to the Board dated October 21, 2020. Mr. Seter noted that there aren't any updates to provide since the last meeting except for the matters reviewed /discussed below:

- Lot 90/Tract A Easement and Developer Entitlements: No current updates, discussion deferred.
- Lot 89 Lokal Homes Filing 22 amended site plan, discussion deferred.
- Richmond American Lot 22 Landscape Agreement and Filing 22 Sound Wall. No additional activity has been completed/finalized by Richmond Homes.
- Tennis Court Resolution: Mr. Eames reported that management has been working on the District Amenities Policy as discussed at the last meeting. Upon the completion of the draft, management will present such to the Board of Directors for consent to have Mr. Seter review/comment.
- DStreet Contract Review/Discussion: It was discovered last month that DStreet's contract had expired with the District a few months ago. Ms. Dulles submitted an updated proposal for the Board's review. Ms. Dulles requires payment ahead of services rendered and indicated that she must have at least her retainer fee paid by the 1<sup>st</sup> of the month preceding the work being completed. Director J. Reilly also requested that the retainer fee be increased based upon all of the extra hours Ms. Dulles is working on the rebranding for the District. Following discussion, upon a motion duly made and seconded, the Board approved the updated agreement with DStreet as amended to include the fee increase and additional hours.

**Pool Update:**

Eli Schlagel with Front Range Recreation (FRR) was in attendance to review the proposal that was provided for the 2021 pool project for the new proposed Adult/Quiet Pool/Hot Tub area. Director J. Reilly noted that she would like for FRR to provide a proposal for the costs if once this new area is installed, that it remains open year-round and that it should be built so that it is its own separate area. It was decided that Director J. Reilly, Director Robinson and the one homeowner volunteer interested in assisting with the pool update project will schedule a meeting with FRR to go over additional options with the design, costs to maintain the Quiet Pool area year round, the option of limiting the area to adults only and will provide a report to the Board at the reconvened meeting scheduled on November 10, 2020 at 5:30 p.m. so that there will be a more accurate budget figure for the 2021 budget draft that will be presented for review and consideration of approval on November 24, 2020. It was noted that the group will have their updates to Management and Mr. Weaver no later than November 6, 2020.

**Landscape  
Update:**

Brightview provided their monthly report which was included in the Board packet, but was not in attendance for the meeting as the intent of this meeting was to focus on the preparation of the 2021 budget only.

**District Management:**

Mr. Eames updated the Board on projects completed and pending for the month, as provided to the Board in their monthly informational meeting packet. One of the items for discussion was the proposed park signage. Director K. Reilly requested that additional information be added to the signs that outline the statutes that outline the fine structure for infractions of the park rules and regulations. Director J. Reilly requested that Jennifer Dulles be provided with the contact information for the sign contractor that PCMS works with so that she can work directly with them to have the sign redesigned to include more of the new branding colors.

Mr. Eames reported that the items provided to Richmond to have completed on their tracts prior to the District considering acceptance have not been completed and it does not appear that this matter will be resolved by the end of the year.

As a follow up to the request from Director J. Reilly to have a dedicated line at Management's corporate office strictly for the SNVMD members, Mr. Eames noted that he is still looking in to the various options to try and accommodate this request and will try to have a proposed direction to provide to the Board within the next several weeks. Mr. Eames requested that he and Director J. Reilly set up a time to discuss the specific expectations of the District with this business matter.

Mr. Eames provided an update regarding the proposed fencing repairs/staining that is projected to occur in 2021. Director J. Reilly requested that the area closest to the Stonegate Village Metropolitan District maintenance areas be completed first and that a five (5) year cycle could be established for the overall fencing within the SNVMD which will be communicated with the residents so that they are aware of the time frames for repairs, etc. for the various areas within the District.

During the District Management Report, Sunil Mishra the homeowner in attendance, again expressed his displeasure about not having any trees in the common tracts bordering his property and felt the District should take responsibility to commence planting trees, so that the common tracts next to his property are similar to other open space tracts in the community. Mr. Eames explained that the Builder, Meritage Homes was responsible for the design and installation of the open space landscape next to his lot and that the District agreed to take over maintenance of the open space tracts as installed. Certainly the District can look at budgeting what would be considered capital improvement funds, to add trees to the open space tracts near Mr. Mishra's property at some point, and that currently the District is working on a tree replacement program next year for the replacement of a majority of the 103 trees that died this past season due to the various weather related conditions last Fall and this Spring. It was noted that it was unfortunate that Meritage Homes decided not to plant any trees in the common tracts near his home. Mr. Eames asked Mr. Mishra if he had any correspondence or documentation indicating that Meritage Homes had advertised that trees were being planted near his property and if he did to please share that information with the District.

Mr. Eames noted that his staff is in the process of trying to find an alternate meeting location for the November 24, 2020 meeting per Director J. Reilly's request to conduct the meeting in person and via Zoom.

**Reconvened:**

Director J. Reilly reconvened the meeting on November 10, 2020 at 5:35 p.m. virtually via Zoom Video Communications as posted and identified on the published meeting agenda.

**Attendance:**

The continued meeting of the Board of Directors of Stonegate Villages North Metropolitan District, Parker, Colorado, was called and conducted virtually via Zoom Video Communications, in accordance with the applicable statutes of the State of Colorado with the following directors present and acting:

Jeni Reilly, Kevin Reilly, Holly Kamm, and Alice Braun were in attendance. Also, present were Kim Seter with Seter & Vander Wall P.C., Eli Schlagel with Front Range Recreation; Jennifer Dulles with DStreet; and Mark L. Eames, PCAM and Jessica Moser with PCMS.

**Roll Call and Call to Order:**

Director J. Reilly confirmed a quorum was present for the purpose of reconvening business at 5:35 p.m. Director J. Reilly requested that Mr. Eames conduct the remainder of the meeting.

**Public Forum:**

There were not any public forum matters brought to the Board.

**Legal Updates:**

Mr. Seter, with Seter & Vander Wall, P.C. was in attendance and below are the matters reviewed /discussed:

- Lot 89 Lokal Homes Filing 22 Amended Site Plan. Mr. Seter noted that he had been advised that the Stonegate Metropolitan District will not require the construction of a pool as part of the development on Lot 89. Accordingly, Mr. Seter sent a letter to Roger Hollard indicating that the Stonegate North Villages Metropolitan District will review and consider the proposed changes to the Development and Public Improvements Agreement between Stratus Stonegate LLC and Lincoln Park Metropolitan District d/b/a Stonegate North Villages Metropolitan District at its next Board of Directors meeting. It was outlined in the letter that Stratus is required to submit the Development Review Deposit prior to the date of the agreement and requested confirmation that the deposit will be paid as outlined in the Agreement. Director's Robinson and Braun will be getting together for a work session as soon as possible to review the Lot 89 Amended Site Plan, as proposed and provide comments/suggestions to the Board of Directors at their November 24, 2020 meeting.
- Pool Construction Agreement: Mr. Seter reviewed the draft Pool Construction RFP/Agreement that Management had provided for his review. Mr. Seter noted that he only had a couple of minor revisions which were included in the draft sent to the Board prior to the meeting for review and will have the final draft of the agreement available for the Board's review and consideration of approval at the next regular meeting in November. Mr. Seter indicated that he will have the Invitation to Bid prepared and posted this week along with the 2020 Budget Amendment and 2021 Budget Hearing notices.

**Communications and Branding Update:**

Jennifer Dulles provided the Board of Directors with a presentation of the revised park signage proofs that her firm has been working on which included two different design options. After a lengthy review and discussion, a motion was made, seconded and without public comment, unanimously passed to approve the "Branded Color Palette" signs as presented at a cost not to exceed \$2,000.00.

Ms. Dulles went on to note that Director J. Reilly has asked her to work directly with the contractor that will be repainting the secondary monument signs so that she can make sure that the contractor is utilizing the correct Branded Color Palette. Mr. Eames indicated that Management had already provided the contractor with the color palette along with the RFP for the monument sign work which is shown in the proposal that was provided to the Board of Directors in their meeting informational packet. Upon review, a motion was made, seconded and without public comment, unanimously passed to approve having the four secondary monument signs repainted utilizing the Branded Color Palette, excluding the existing circular logo portion of the signs at the top, at a cost not to exceed \$2,500.00.

Ms. Dulles provided another update regarding the District's new website and noted that it is now "Live" and requested that the Directors and Management review the site and advise her of any updates, changes or feedback. Ms. Dulles suggested that the website information be sent out immediately to the community via E-news. Director K. Reilly suggested that the District provide the notice of the new site to be included in the next newsletter publication, and upon discussion it was agreed to have the formal launch of the site on December 1, 2020. Ms. Dulles continued on to request that the Board provide ideas and input for her article for the December newsletter submission to be included in the Stonegate Village Owners Association's newsletter publication. Director K. Reilly suggested that Ms. Dulles consider including an article outlining the separate entities within the community so that residents can better understand the roles of the various entities.

## **Pool and Clubhouse**

### **Project Update:**

Director J. Reilly provided an update on the work session that was held at the pool area with Mr. Eames and Eli Schlagel last week regarding the capital improvement/enhancement project for the quiet pool area, shelter cabanas, fire-pit area and clubhouse facilities. Several suggestions and changes to the initial plan will likely be made including removing the firepit option for now and changing the layout of a few areas. Mr. Schlagel was in attendance to answer questions and provide updates to the Board regarding the approval process with Douglas County. Director K. Reilly had several questions and suggestions regarding the project that he asked the sub-committee and Front Range to consider. Mr. Eames received confirmation from the Board that the direction being taken by the sub-committee for this project was in general meeting the overall design and conceptual direction of the Board.

### **Directors Items:**

Director J. Reilly requested that Jennifer Dulles with DStreet return to the meeting. Ms. Dulles returned to the meeting to advise the Board that she was able to transcribe the meeting minutes from the meetings held on April 24, 2020 and April 28, 2020. Ms. Dulles noted that she had sent the draft minutes to Management and requested that they place her draft into the regular minutes format. Mr. Eames noted that Management did receive the drafts and that the Minutes would be formatted and added to the Agenda for consideration of approval at the November 24, 2020 meeting.

Director J. Reilly indicated that due to the current spike in COVID confirmed cases, that the November 24, 2020 Board of Directors meeting and Budget Hearing will be held via Zoom rather than in person for the safety of the Board, District Consultants and District members.

### **Adjournment:**

There being no further business to come before the Board at this time, the meeting was adjourned at 7:06 p.m. The Board noted that the next scheduled meeting was set for November 24, 2020 at 5:30 p.m., with official notice to be posted on the District website.

The foregoing constitutes a true and correct copy of the minutes of the above referenced meeting and was approved by the Board of Directors of the Stonegate North Villages Metropolitan District.



---

Secretary for the District




**REFERENCE NUMBER**

403BC173-A9D7-4ABC-8F6D-72B70224FEEB

**SIGNATURE CERTIFICATE**

TRANSACTION DETAILS	DOCUMENT DETAILS
<p><b>Reference Number</b> 403BC173-A9D7-4ABC-8F6D-72B70224FEEB</p> <p><b>Transaction Type</b> Signature Request</p> <p><b>Sent At</b> 12/21/2020 18:23 EST</p> <p><b>Executed At</b> 01/05/2021 19:35 EST</p> <p><b>Identity Method</b> email</p> <p><b>Distribution Method</b> email</p> <p><b>Signed Checksum</b> 93e6a3dec4554180d211563cc5c503e94376d04325ce7af50d4397c68d206870</p> <p><b>Signer Sequencing</b> Disabled</p> <p><b>Document Passcode</b> Disabled</p>	<p><b>Document Name</b> 10 27 20 Snvmd Board Meeting-Reconvened 11 10 20-Approved Minutes</p> <p><b>Filename</b> 10_27_20_snvmd_board_meeting-reconvened_11_10_20-approved_minutes.pdf</p> <p><b>Pages</b> 5 pages</p> <p><b>Content Type</b> application/pdf</p> <p><b>File Size</b> 202 KB</p> <p><b>Original Checksum</b> fe74a8e606d4c05ba40c9bc9f68b408d8b59ad9e27dd61b7c94bfb3a2618d65f</p>

**SIGNERS**

SIGNER	E-SIGNATURE	EVENTS
<p><b>Name</b> Kevin Reilly</p> <p><b>Email</b> kmreilly8@gmail.com</p> <p><b>Components</b> 1</p>	<p><b>Status</b> signed</p> <p><b>Multi-factor Digital Fingerprint Checksum</b> 5a4da34f0e9d5f87297539a83d10c098100bb73c9cb5d8700892308e0c4dd0f2</p> <p><b>IP Address</b> 73.14.20.112</p> <p><b>Device</b> Mobile Safari via iOS</p> <p><b>Drawn Signature</b></p>  <p><b>Signature Reference ID</b> DF4D6607</p> <p><b>Signature Biometric Count</b> 87</p>	<p><b>Viewed At</b> 01/05/2021 19:34 EST</p> <p><b>Identity Authenticated At</b> 01/05/2021 19:35 EST</p> <p><b>Signed At</b> 01/05/2021 19:35 EST</p>

**AUDITS**

TIMESTAMP	AUDIT
12/21/2020 18:23 EST	Jessica Moser (corpoffice@pcms.net) created document '10_27_20_snvmd_board_meeting-reconvened_11_10_20-approved_minutes.pdf' on Chrome via Windows from 50.246.196.1.
12/21/2020 18:23 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a link to sign.
12/25/2020 18:00 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
12/28/2020 19:23 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
12/29/2020 18:00 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
12/30/2020 05:39 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
01/01/2021 13:13 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
01/05/2021 18:02 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
01/05/2021 19:30 EST	Kevin Reilly (kmreilly8@gmail.com) viewed the document on Mobile Safari via iOS from 73.14.20.112.
01/05/2021 19:34 EST	Kevin Reilly (kmreilly8@gmail.com) viewed the document on Mobile Safari via iOS from 73.14.20.112.
01/05/2021 19:35 EST	Kevin Reilly (kmreilly8@gmail.com) authenticated via email on Mobile Safari via iOS from 73.14.20.112.
01/05/2021 19:35 EST	Kevin Reilly (kmreilly8@gmail.com) signed the document on Mobile Safari via iOS from 73.14.20.112.