

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

Held: Tuesday, the 24th day of November, 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; Jennifer Dulles with DStreet; and Mark L. Eames, PCAM and Jessica Moser with PCMS. Members of the public in attendance were: Sunil Mishra, Roger Hollard and Slade Nelson.

**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 5:31 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, an owner within the District boundaries, was in attendance to express comments/concerns about several items including but not limited to: the Lot 90 proposed QuikStop facility; requesting additional trees to be planted in the open space tract near his home; concerns regarding the County referral notification process; and concerns about the proposed play area improvement being considered for Lot 89. After review, Director K. Reilly suggested that Mr. Mishra send an email to the District with all of his questions/concerns so that the Board can attempt to properly address them.

**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 Special Meeting Minutes of April 24, 2020, April 28, 2020 and Regular Meeting Minutes of October 27, 2020-reconvened November 10, 2020.

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

**Outside
Professional Reports:**

**Communications
and Branding
Update:**

Jennifer Dulles reviewed her report that was also included in the Board's informational packet regarding the communications, rebranding and updated website for the District to the Stonegate North Villages Metropolitan District. Director K. Reilly noted that the previous website is not redirecting to the new site and Ms. Dulles noted that she will get that resolved. Ms. Dulles noted that she will be providing an article introducing each Board member and that the first article will be featuring Director Kamm. Ms. Dulles noted that she will likely be over in her hours for this month due to all of the activity occurring with the District rebranding project.

**Outside
Professional Reports
Continued**

**Communications
and Branding
Update**

The Board thanked Ms. Dulles for all of her efforts on this project. Director J. Reilly requested that Ms. Dulles create a page on the new website for the Douglas County referrals that are sent to the District so that interested homeowners have a chance to review the referrals and provide comments if desired. Ms. Dulles was also asked to create verbiage that will be used in future E-news notices that will be sent out to the community for future referral response requests.

Legal Updates:

Mr. Seter, with Seter & Vander Wall, P.C. reviewed the status report provided to the Board dated November 19, 2020. Mr. Seter noted that there aren't any updates to provide since the last meeting except for the matters reviewed /discussed below:

- **Development and Public Improvements Agreement:** The Board of Directors reviewed the final draft of the Development and Public Improvements Agreement between the SNVMD and Stratus Stonegate LLC. for Lot 89. After a lengthy review, a motion was made, seconded and with public comment, unanimously passed to approve the agreement as presented and authorized the President to execute such contingent that all fees will be paid in full upon execution of the document. It was noted that the park amenities are still being reviewed and once approved will be included as Attachment A to this agreement.
- **Pool Construction Agreement:** Mr. Seter indicated that the Invitation to Bid has been posted and the deadline to respond is December 4, 2020.
- The Board was provided with the 2021 Administrative Task with legal counsel. After final review, a motion was made, seconded and unanimously passed to maintain the current existing designated official posting location (District Website), scheduled monthly on the 4th Tuesday of each month at 5:30 p.m. for the regular meetings of the Board in 2021 and authorized legal counsel to take all necessary actions on the Transparency Notice, District Map and General Information Filings as identified in their administrative task summary report.

**Pool and Clubhouse
Project Update:**

Directory J. Reilly provided an update on capital improvement/enhancement project for the quiet pool area, shelter cabanas, 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. After a lengthy review, a motion was made, seconded and without public comment, unanimously passed to approve moving forward with the lowest responsible bidder on this project as determined by the management company and with final review by legal counsel, at a cost not to exceed \$500,000.00 for the capital improvements project.

**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 2021 budget.

**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.

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.

Mr. Eames noted that based upon a request from Director J. Reilly to have a dedicated line at Management's corporate office for SNVMD members, Mr. Eames reported that the District's existing phone number will be forwarded to a live answering service company that will be administered by his staff effective the first part of December 2020.

**Outside
Professional Reports
Continued**

Accounting:

Mr. Weaver reviewed the October 2020 payment of claims and financial reports. Upon review, a motion was made, seconded and without public comment, unanimously passed to approve the October 2020 payment of claims and financial reports are presented.

Mr. Weaver reviewed the 2020 audit engagement letter presented by WIPFLI. Upon review, a motion was made, seconded and without public comment, unanimously passed to approve moving forward with WIPFLI for the 2020 audit and authorized the President to execute such.

**2020 Budget
Amendment:**

Director J. Reilly opened the public hearing on the proposed amendment to the 2020 budget. Mr. Weaver reported that notice of the public hearing had been published in accordance with Colorado Statutes. Mr. Weaver reviewed the proposed amendment. Following discussion and upon motion duly made, seconded, and unanimously carried, the public hearing on the 2020 budget amendment was closed by Director J. Reilly. Upon motion duly made, seconded and unanimously carried, the Board adopted a resolution approving the budget amendment and directed Marchetti & Weaver LLC to file the resolution with the Division of Local Government as required by statute. Director J. Reilly closed the Budget Amendment Hearing.

**2021 Budget
Hearing:**

Director J. Reilly opened the public hearing on the proposed 2021 budget. Mr. Eames reported that legal counsel was requested to publish notice of the public hearing in accordance with Colorado State Statutes. Director J. Reilly declared the public hearing on the 2021 budget closed.

Discussion ensued regarding estimated expenditures in the general fund, landscape recreation fund and the debt service fund. Upon motion duly made, seconded and unanimously carried, the Board (1) approved and adopted the 2021 budget as amended, (2) approved and adopted the mill levy for certification to the County, as indicated within the resolution, (3) approved the 2021 maintenance fee structure at \$45.00 per month, per unit (4) authorized the appropriate officer to sign the necessary documentation, and (5) directed Mr. Weaver of Marchetti & Weaver LLC accountant for the District, to submit the certification of the tax levies to the Board of County Commissioners of Douglas County no later than December 15, 2020, and to file the 2021 budget with the Division of Local Government prior to January 31, 2021.

Directors Items:

Director K. Reilly noted that there probably would not be a need for a December Board of Directors meeting since all business items had been addressed at the meeting this evening. It was noted that the January 26, 2021 meeting would be held at the Laszlo Hotel or if the current restrictions due to COVID have not yet been lifted, the meeting will be held via Zoom 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 8:26 p.m. The Board noted that the next scheduled meeting was set for January 26, 2021 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



SIGNATURE CERTIFICATE

TRANSACTION DETAILS	DOCUMENT DETAILS
<p>Reference Number 64592307-4148-4E8A-B7E8-E281B7198C99</p> <p>Transaction Type Signature Request</p> <p>Sent At 01/29/2021 13:28 EST</p> <p>Executed At 02/10/2021 18:28 EST</p> <p>Identity Method email</p> <p>Distribution Method email</p> <p>Signed Checksum 9380ea2d5f445e5e74ba19cb1cbf77cb6cbd05012f5b7cfd45792bf2c6560f07</p> <p>Signer Sequencing Disabled</p> <p>Document Passcode Disabled</p>	<p>Document Name 11_24_20_Snvmr Regular Meeting Minutes-Approved</p> <p>Filename 11_24_20_snvmr_regular_meeting_minutes-approved.pdf</p> <p>Pages 3 pages</p> <p>Content Type application/pdf</p> <p>File Size 189 KB</p> <p>Original Checksum 54902aa69e3ff23669d3f7a1ef7b33d489a32f9a42b860329386baa1fc83e83e</p>

SIGNERS

SIGNER	E-SIGNATURE	EVENTS
<p>Name Kevin Reilly</p> <p>Email kmreilly8@gmail.com</p> <p>Components 1</p>	<p>Status signed</p> <p>Multi-factor Digital Fingerprint Checksum 747ac1f723f3d2ccab58254116a04d7ea150c461031467297b0d7dd65447692e</p> <p>IP Address 73.14.20.112</p> <p>Device Mobile Safari via iOS</p> <p>Drawn Signature </p> <p>Signature Reference ID AF0A89DE</p> <p>Signature Biometric Count 183</p>	<p>Viewed At 02/10/2021 17:56 EST</p> <p>Identity Authenticated At 02/10/2021 18:28 EST</p> <p>Signed At 02/10/2021 18:28 EST</p>

AUDITS

TIMESTAMP	AUDIT
01/29/2021 13:28 EST	Jessica Moser (corpoffice@pcms.net) created document '11_24_20_snvmr_regular_meeting_minutes-approved.pdf' on Chrome via Windows from 50.246.196.1.
01/29/2021 13:28 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a link to sign.
02/02/2021 12:23 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
02/02/2021 18:01 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
02/03/2021 12:17 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
02/06/2021 18:03 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
02/08/2021 16:46 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
02/09/2021 10:08 EST	Kevin Reilly (kmreilly8@gmail.com) viewed the document on Mobile Safari via iOS from 73.14.20.112.
02/09/2021 15:28 EST	Kevin Reilly (kmreilly8@gmail.com) was emailed a reminder.
02/10/2021 17:56 EST	Kevin Reilly (kmreilly8@gmail.com) viewed the document on Mobile Safari via iOS from 73.14.20.112.
02/10/2021 18:28 EST	Kevin Reilly (kmreilly8@gmail.com) authenticated via email on Mobile Safari via iOS from 73.14.20.112.
02/10/2021 18:28 EST	Kevin Reilly (kmreilly8@gmail.com) signed the document on Mobile Safari via iOS from 73.14.20.112.