

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
LYONS RIDGE METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
SEPTEMBER 12, 2022

A special meeting of the Board of Directors of the Lyons Ridge Metropolitan District (referred to hereafter as the “Board”) was convened on Monday, September 12, 2022 at 1:00 p.m. This District Board meeting was at Columbine Library, 7706 W. Bowles, Littleton, CO 80120. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Coleman Tuggle; President
Katrien Singer; Treasurer
Michael Beasley; Director
Victor Roberto; Director

Director Bruce Wiesley was absent and excused.

Also, In Attendance Were:

Denise Denslow, Celeste Terrell & Margaret Henderson; CliftonLarsonAllen LLP
Lisa Mayers; Spencer Fane LLP
Members of the Public: Keither Oliver, Yvonne Keller, Lin Giampietro, Gary and Mary Duffens, Allyson Connelly, Eileen Kelly, Gregory Rada, Kate Scott, Mark and Leslie Buhner, Dale and Patti Howell

ADMINISTRATIVE MATTERS

Call to Order, Disclosures and Potential Conflicts of Interest: Director Tuggle called the meeting to order at 1:00 p.m. Ms. Denslow informed the Board that all required written disclosures of any conflict of interest were filed with the Secretary of State prior to the meeting. Upon a motion duly made by Director Tuggle, seconded by Director Roberto and, upon vote, unanimously carried, the Board excused the absence of Director Wiesley.

Confirm quorum, location and posting of meeting notices, approval of Agenda: A quorum was confirmed and posting of meeting notices were acknowledged.

CONSENT ITEMS

Minutes of the August 23, 2022 Special Meeting: Director Tuggle noted that there were items that needed revised in the minutes reflecting the new sign on Bergen Ditch and several typos he will send to CLA. Following discussion, upon a motion duly made by Director Roberto, seconded by Director Beasley

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and, upon vote, unanimously carried, the Board approved the Minutes of the August 23, 2022 Special Meeting as amended.

FINANCIAL MATTERS

June 30, 2022 Unaudited Financial Statements and August 2022 Cash

Position Report: Ms. Henderson reviewed with the Board. Director Singer noted that she would like to shuffle some funds as there will be no mulch work completed this year, but miscellaneous landscaping will be over budget. Following discussion, upon a motion duly made by Director Tuggle, seconded by Director Roberto. and, upon vote, unanimously carried, the Board accepted the June 30, 2022 Unaudited Financial Statements and August 2022 Cash Position Report as presented.

Ratify Claims Totaling \$89,632.31: Ms. Henderson reviewed with the Board noting the corrected amount for ratification is \$89,632.31. Following review, upon a motion duly made by Director Tuggle, seconded by Director Singer and, upon vote, unanimously carried, the Board ratified claims in the amount of \$89,632.31 as presented.

Financial/Budget Committee Process: The Board discussed and stated they will work on creating a committee by the first week of October.

Introduction/transition questions from CliftonLarsonAllen LLP: Ms. Denslow provided introduction to owners. She stated her office will send an eblast introduction and provide CLA information in the bulletin boards.

MANAGER MATTERS

Website Transfer: Ms. Denslow provided an overview of CLA's process of District website and noted CLA is in the process of taking over the website management.

Other: None.

ATTORNEY MATTERS

DIRECTOR MATTERS

General landscape updates and discussion: Director Roberto provided an update to the Board noting that 29 projects have been given to SaBell and 14 have been approved and are underway. A full native now and mulch refresh will be done in Spring 2023.

- 1. Repair on entry light to Lyons Ridge:** Director Beasley noted that repairs were not yet completed by Radiant Lighting.

Snow removal contract decisions: Director Singer stated she has not received responses and recommends the District stay with Powell/PRI snow removal. The Board discussed snow removal done by District vs. County. The Board

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noted that the snow maps need to be updated. Following discussion, upon a motion duly made by Director Tuggle, seconded by Director Beasley and, upon vote, unanimously carried, the Board approved to accept the snow removal contract with PRI snow removal in the amount of the T&M amounts listed in the contract.

Homeowner's Handbook and setting up of Study Session: Director Singer provided an overview to the Board stating that she has re-written guidelines to be included in the Handbook. Once final approval has been received from the Board and DRC, the Board will send to Ms. Mayers for legal review. The Handbook will also be posted on the website, once completed. The goal for completion is set for the end of December. The Handbook is only for West Valley guidelines, as Shea Properties is still DRC for East Valley. The Handbook Study session will take place in October.

Irrigation services installation: No discussion.

Bergen ditch sign replacement cost: Following discussion, upon a motion duly made by Director Singer, seconded by Director Tuggle and, upon vote, unanimously carried, the Board approved a Bergen ditch sign replacement in an amount up to \$350.

Tree issue with Mr. Davies: Ms. Denslow noted that the trees and roots have been removed and she will send the pictures from Mr. Davies to the Board. She will follow up with Mr. Davies on the trees in Jefferson County landscaping plan.

Illegal motorized vehicles on the trails in the District: Director Tuggle provided an overview to the District. The CLA office will send a violation notice to the owner and Director Tuggle will send evidence to CLA as well as the violation of rules and regs and the County violation. CLA will add the violation language to the website.

Tightening restrictions on short-term rental properties: Director Roberto stated there is no covenant restriction on short-term rentals. The Board ensued discussion on the language in covenants and how to amend.

Research on cell sites off Weaver Gulch: Ms. Denslow will investigate. It was noted that Colorado Christian University owns, and the Board asked which easement is in place.

Playground equipment at Montane: Director Singer noted that Jeffco said as long as no trees are removed, the District is okay to change the playground. Director Singer is working with Ms. Denslow on this project to make the

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playground more usable.

“Open items” previously with Shea:

1. **Resurfacing of blue playground:** Director Singer has not yet scheduled, and Ms. Denslow will follow up.
2. **Update on signs for playgrounds:** Ms. Terrell is working with Fish Graphics.
3. **Update on stairs:** This is due to begin in the next two weeks.

Request reimbursement for printing of Q1 & Q2 LR newsletters and approval of Q3 or Q4 newsletters: The Board discussed adding a printed newsletter for Montane. Director Singer is asking for reimbursement on Q1 and Q2 LR newsletters and asked the Board if they want print to continue the Q3 and Q4 newsletter will be distributed. It was determined that a blast email print to continue the Q3 and Q4 newsletters will be sent. Following discussion, upon a motion duly made by Director Beasley, seconded by Director Tuggle and, upon a vote, unanimously carried, the Board approved reimbursement to Director Singer for the Q1 and Q2 newsletters in the amount of \$150 and an additional \$200 for the Q3 and Q4 newsletter printing costs.

Other/Home Business: Director Tuggle discussed new owner running a business out of their home, seminars with outdoor activities and restriction in covenants on businesses. Ms. Duffens asked if owners are given governing docs at their closing. Director Singer explained that the documents stay with the title of the home. Ms. Mayers will review the covenants to see if they are in violation. Ms. Mayers explained the violation process that begins with a warning letter, and a fine letter with an opportunity for a hearing. Director Beasley explained that the County may be able to help, and recommended owners reach out to the County. The Board, CLA and Ms. Mayers will meet and discussed to determine what is needed to build the case.

OTHER BUSINESS

Next meeting date: The Board discussed the October 14th meeting date and noted to schedule an October study session.

Other: Mr. Rada is working with Willow Brook on the sewage smell due to the system-scrubber installation not working. Ms. Denslow will be meeting with Willow Brook to discuss this issue. It was noted that Ambient H2O manages the grinder system, and the grinder system is owned by the District. It was also stated that Bandimere is using water from a fire hydrant and dumping oil from truck. The Board inquired as to who should pay for it, and likely an agreement may be in place. Ms. Denslow will look into it.

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ADJOURNMENT

Upon a motion duly made by Director Tuggle, seconded by Director Roberto and, upon vote, unanimously carried, the Board adjourned the meeting at 2:55 p.m.

Respectfully submitted,



Secretary for the Meeting