

## RECORD OF PROCEEDINGS

---

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE VISTA RIDGE METROPOLITAN DISTRICT HELD AUGUST 18, 2022

A regular meeting of the Board of Directors of the Vista Ridge Metropolitan District (referred to hereafter as the “Board”) was convened on Thursday, the 18th day of August, 2022, at 5:30 p.m. at the Colorado National Golf Course, 2700 Vista Parkway, Erie, Colorado 80516. The meeting was open to the public.

#### ATTENDANCE

##### Directors In Attendance Were:

Michael Lund  
John Z. Ocwieja  
Todd Sargent  
Scott Wood

Absent: Valerie Swanson (excused)

##### Also In Attendance Were:

Matt Cohrs; Special District Management Services, Inc. (“SDMS”)  
Jeffrey Erb, Esq.; Erb Law, LLC  
Chris Rink\* and Scott Stoddard\*; Norris Design  
Dawn Schilling\*, Schilling & Co., Inc.  
Landscape Design Committee Members: Kerri Schommer, Monica Kerber, and Kari Anderson  
Tom Gabon; Resident

[\*Departed where indicated]

#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

The meeting was called to order at 5:32 p.m.

**Disclosure of Potential Conflicts of Interest:** Annual conflict of interest disclosures have been filed for each director. Attorney Erb requested that the Directors consider whether they had any new conflicts of interest which had not been previously disclosed. There were no additional disclosures made.

#### ADMINISTRATIVE MATTERS

**Agenda:** A quorum was confirmed. Mr. Cohrs requested that the Board review and approve the proposed agenda for the District’s regular meeting.

Following discussion, upon motion duly made by Director Wood, seconded by Director Ocwieja and upon vote, unanimously carried, the agenda was approved as amended to move the landscape discussion up on the agenda.

## RECORD OF PROCEEDINGS

---

**Meeting Minutes:** The Board reviewed the Minutes of the July 21, 2022 Regular Meeting.

Following discussion, upon motion duly made by Director Wood, seconded by Director Ocwieja and, upon vote, unanimously carried, the Minutes from the July 21, 2022 Regular Meeting were approved.

**Public Comment:** None.

---

### **Landscape Presentation**

Norris Design presented an update and preliminary design ideas for the landscape redesign project. Discussion occurred regarding the desire to remove non-used lawn areas, tree replacement, the installation of hearty, low-water demand plants, decorative rocks, and improving site lines at intersections. Additional discussion occurred regarding plant types, including the use of roses for color, shrubs, and ornamental grasses.

The preliminary timeline is to have plans ready for bidding in November, with responses due in December, award of the project in January, and construction to begin in the spring of 2023.

[\*At this time, the representative from Norris Design departed]

The Board had additional discussion with the landscape committee regarding priority areas for landscaping work.

---

### **FINANCIAL MATTERS**

**2021 Audit.** Ms. Schilling presented the District's 2021 Audit, noting that she is providing an unqualified (clean) audit opinion. The Board discussed the audit and the audit notes and requested Mr. Erb to make a few modifications to the notes.

Upon motion made, seconded and unanimously carried, the 2021 Audit was accepted and approved for filing with the updated notes as requested and legal approval.

[\*At this time, Ms. Schilling departed]

---

**Financials.** The Board reviewed the District's financials through August 2021 including its general fund, debt service fund, and cash sheet. The Board also reviewed the statement of claims payable. Upon motion made, seconded and unanimously carried, the Board accepted the financials as presented and approved the claims payable.

### **LEGAL MATTERS**

Mr. Erb discussed the results of his research regarding the irrigation of Columbine Mine Park with District non-potable water. The Board discussed the irrigation

## RECORD OF PROCEEDINGS

---

challenges and noted that the Town of Erie has potable irrigation water available in the area. Mr. Cohrs will reach out to the Town about an agreement to use Town water for irrigation when the District has a supply interruption due to maintenance or supply issues.

### OPERATION AND MAINTENANCE MATTERS

Community Fence Installation: Mr. Cohrs updated the Board on the Community Fence Installation, noting that the installation should be completed in the next week.

Norris Design Agreement: No additional report on this matter was presented.

Sidewalk Repair: Mr. Cohrs reported that there was no additional information on this matter at this time.

### OTHER MATTERS


The Board discussed the need to inspect its non-potable water intake pipe and screen to address increased material in the non-potable irrigation water.

The Board will hold a special meeting on September 22 for a budget workshop.

### ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Wood, seconded by Director Ocwieja and, upon vote, unanimously carried, the meeting was adjourned at 8:40 p.m.

Respectfully submitted,

By   
Secretary for the Meeting