

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE VISTA RIDGE METROPOLITAN DISTRICT HELD MAY 23, 2024

A regular meeting of the Board of Directors (the “Board”) of the Vista Ridge Metropolitan District (the “District”) was convened on Thursday, May 23, 2024, at 5:30 p.m. at the Vista Ridge Community Center located at 2750 Vista Parkway, Erie CO 80516. The meeting was open to the public.

ATTENDANCE

Directors In Attendance:

Michael Lund, President
John Z. Ocwieja, Treasurer
Valerie Swanson, Assistant Secretary

Following discussion, upon motion made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the absence of Directors Wood and Sargent were excused.

Also In Attendance:

AJ Beckman, Mark McGarey and David Rees; Public Alliance, LLC
Jeffrey Erb, Esq; Erb Law, LLC
Uriel Nunez and Adrian Jimenez; Environmental Designs, Inc. (formerly known as Arrowhead Landscaping)
Tim Hedahl, Resident

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

The meeting was called to order at 5:33 p.m.

Disclosure of Potential Conflicts of Interest: Annual conflict of interest disclosures were filed with the Secretary of State and deemed delivered to the Board. 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: Mr. Beckman reviewed the agenda with the Board.

Following review, upon a motion made by Director Ocwieja, seconded by Director Lund, and, upon vote, unanimously carried, the Board approved the agenda.

Minutes: The Board reviewed the minutes from the April 8, 2024 Special Meeting and April 25, 2024 Regular Meeting.

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Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the minutes of the April 8, 2024 Special Meeting and April 25, 2024 Regular Meeting, as presented.

2023 Annual Report: The Board reviewed the 2023 Annual Report.

Following discussion, upon motion duly made by Director Lund, seconded by Director Ocwieja and, upon vote, unanimously carried, the Board approved the 2023 Annual Report.

Public Comment: Mr. Hedahl explained that he is attending today's meeting to get an update on the landscaping project.

FINANCIAL MATTERS

Payment of Claims: Mr. Beckman presented the payment of claims for the Board's review.

Following discussion, upon motion made by Director Ocwieja, seconded by Director Swanson and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending May 20, 2024, in the amount of \$387,193.82.

Schedule of Cash Position and Property Taxes Reconciliation: Mr. Beckman reviewed with the Board the schedule of cash position for the period ending September 30, 2023, updated as of January 18, 2024 and Property Taxes Reconciliation.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Swanson and, upon vote, unanimously carried, the Board accepted the schedule of cash position for the period ending March 31, 2024 updated as of May 20, 2024 and Property Taxes Reconciliation.

LEGAL MATTERS

Landscaping Tracts from the Town of Erie via Quit Claim Deed: Attorney Erb reported to the Board that he is working with the Town of Erie to complete the transfer. The deeds and property list had been previously provided, and Erie recently requested the deeds and property list again.

Integrated Water Facilities Common Use Agreement: Attorney Erb reported that he and the Management and Accounting team are working with Colorado National Golf Course to determine the historical practices versus the requirements of the agreement. Once discrepancies are identified, modifications to the agreement will be discussed. A site visit was performed to confirm the physical location of the

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water facilities. The Golf Course will provide copies of the water system operations manual to the District for review.

Discussion with Colorado National Golf Course Regarding Landscaping Responsibilities and Agreement to Perform Maintenance on Property Owned by Colorado National Golf Course: Attorney Erb reviewed with the Board the draft Agreement to perform maintenance on property owned by Colorado National Golf Course. The Board discussed the public benefit of the District taking on the maintenance responsibilities in certain areas. A draft agreement has been provided to the golf course for review.

Resolution Regarding Website Accessibility Plan and Policy: Attorney Erb reviewed with the Board the Resolution regarding Website Accessibility Plan and Policy.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board adopted the Resolution regarding Website Accessibility Plan and Policy.

Other: There were no other legal matters to discuss.

OPERATIONS AND MAINTENANCE MATTERS **Update from Arrowhead Landscaping / Environmental Designs:** Mr. Nunez reviewed with the Board an update from Environmental Designs.

Agreement with Arrowhead Landscaping to Backfill 16 Holes: The Board reviewed an Agreement with Arrowhead Landscaping to backfill 16 holes.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board ratified approval of the Agreement with Arrowhead Landscaping to backfill 16 holes, in the amount of \$758.

Agreement with Arrowhead Landscaping for Native Mow and Clean Up: The Board reviewed an Agreement with Arrowhead Landscaping for native mow and clean up.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board ratified approval of the Agreement with Arrowhead Landscaping for native mow and clean up, in the amount of \$2,223.

Agreement with Arrowhead Landscaping for Native Mow West of Vista Ridge Parkway and Highway 7: The Board reviewed an Agreement with Arrowhead Landscaping for native mow west of Vista Ridge Parkway and Highway 7.

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Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board ratified approval of the Agreement with Arrowhead Landscaping for native mow west of Vista Ridge Parkway and Highway 7, in the amount of \$1,600.

Proposal from Arrowhead Landscaping for Installation of River Rock: The Board reviewed a proposal from Arrowhead Landscaping for installation of river rock.

Following discussion, upon motion duly made by Director Swanson, seconded by Director Ocwieja and, upon vote, unanimously carried, the Board approved the proposal from Arrowhead Landscaping for installation of river rock, in the amount of \$6,656.

Timing of Installation of Street Monuments at the Northwest Corner of Mountain View Boulevard and Reserve Street and at the Corner of Sheridan and Skyline by Masterful Masonry: Director Ocwieja discussed the timing of installation of street monuments at the northwest corner of Mountain View Boulevard and Reserve Street and at the corner of Sheridan and Skyline. He recommended moving forward only with the monument on Mountain View Boulevard and Reserve Street at this time, as previously approved.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board approved moving forward on the installation of the monument on Mountain View Boulevard and Reserve Street.

Status of the Seasonal Irrigation Activation: Mr. Nunez reported to the Board the irrigation is fully activated. He discussed challenges encountered this season including delays caused by necessary repairs to the pump station.

Manager's Report: Mr. McGarey reviewed the May 23, 2024 Manager's and Field Services Report.

Fencing Repairs: The Board entered into discussion regarding fencing repairs and maintenance. The Board reviewed a proposal from Jones Commercial Fencing for fencing repairs in seven separate locations.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the proposals from Jones Commercial Fencing for fencing repairs, in the amount of \$33,785.

Fence Painting: The Board reviewed proposals for fence painting from Certa Pro and Amazing Painting Solutions, LLC.

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Following discussion, upon motion duly made by Director Lund, seconded by Director Swanson and, upon vote, unanimously carried, the Board awarded the contract to Amazing Painting Solutions, LLC for fence painting, in the amount of \$33,320.

Monuments Adjacent to Entry Ponds: Mr. McGarey discussed with the Board monuments adjacent to entry ponds. He explained that the monuments appear to be in good condition, however the pond liner is in need of repair. Since the pond and liner is the property of the Colorado National Golf Course, no additional action was taken.

Agreement for Services between the District and CEM Lake Management for Pond Maintenance: The Board reviewed an Agreement for Services between the District and CEM Lake Management for pond maintenance.

Following discussion, upon motion duly made by Director Lund, seconded by Director Swanson and, upon vote, unanimously carried, the Board ratified approval of the Agreement for Services between the District and CEM Lake Management for pond maintenance.

Proposal from Arrowhead Landscaping for Tree Trimming: The Board deferred discussion.

Distribution of a Mailer from the Homeowner's Association Regarding Construction Status: Mr. Beckman reported to the Board Director Wood is waiting has been planning to provide an update on the status of the 2024 Landscaping Project, but not until the contract has been signed.

CAPITAL PROJECTS

Concrete Trails Project: Mr. Rees provided an update to the Board on the status of the Concrete Trails Project, explaining that the original scope of work is nearly complete. The contractor has corrected damages or mistakes in a timely manner throughout the project.

Turf Damage Restoration and Final Scope of Work: Mr. Reese reported that refurbishment of damaged turf areas has been carried out and is acceptable.

Efforts by Resident to Irrigate Turf when District System was Inoperable: Mr. Beckman reported that he was advised by Director Wood of a resident that watered the new turf from his hose connection while the District's system was inoperable. Mr. Wood suggested that the District reimburse the resident for time and resources to keep the turf alive.

Following discussion, upon motion duly made by Director Lund, seconded by Director Swanson and, upon vote, unanimously carried, the Board approved

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reimbursement in the amount of \$100 and directed Mr. Beckman to coordinate payment to the resident.

Change Order No. 3 to the Sidewalk Repair and Replacement Agreement with RCD Construction, Inc. for the North Trail and Drainage Work for Vista Ridge Parkway: The Board reviewed Change Order No. 3 to the Sidewalk Repair and Replacement Agreement with RCD Construction, Inc. to include the damaged concrete on the north trail and drainage work for Vista Ridge Parkway.

Following discussion, upon motion duly made by Director Ocwieja, seconded by Director Lund and, upon vote, unanimously carried, the Board ratified approval of Change Order No. 3 to the Sidewalk Repair and Replacement Agreement with RCD Construction, Inc. for the north trail and drainage work for Vista Ridge Parkway, in the amount of \$50,000.34.

Landscaping Renovations Project:

Status of 2024 Landscaping Renovation Project: Mr. Beckman reported that Environmental Designs was awarded the Contract. He explained that the work includes replacement of the irrigation system and explained that for logistical reasons the work will need to start in the fall. This is primarily due to the fact that the contractor will be unable to maintain irrigation to newly planted areas while the irrigation system is simultaneously being replaced. The work is expected to take two years to complete.

Agreement between the District and Environmental Designs, LLC for Landscape and Irrigation Improvements: Mr. Beckman then advised the Board that Environmental Designs has not yet signed the contract and has some requested changes to the language. Mr. Beckman reported that he expects the contract language to be finalized in the coming days.

Pump Station Equipment Warranty: Mr. Beckman reported that the pump station has a warranty of 12 months from the date of start up.

OTHER MATTERS

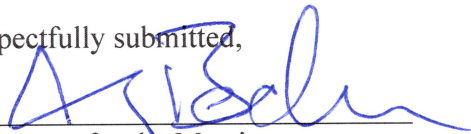
There were no other matters to discuss at this time.

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ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and, upon vote, unanimously carried, the meeting was adjourned at 6:50 p.m.

Respectfully submitted,



Secretary for the Meeting