

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF SUNDANCE HILLS METROPOLITAN DISTRICT HELD March 12, 2019

A special meeting of the Board of Directors of the Sundance Hills Metropolitan District was held on was held on March 12, 2019, in the Sailfish Room at the District's Clubhouse, 5626 South Galena Street, Greenwood Village, Colorado.

Attendance

Directors:

Erin Kindy
Stacie Sarsfield
Amy Fehr

Directors not present, excused:

Kelly Kelly
Mark Adams

Also in attendance were:

Sarah Shepherd, Circuit Rider of Colorado
Lindsey Reese, Circuit Rider of Colorado
Matt Mundy, MPM Recreation and Management, arrived at 7:46pm

Call to Order/Agenda/Conflicts of interest

Director Sarsfield called the meeting to order at 7:05pm and declared a quorum.

The Agenda was approved by acclamation acknowledging that items may be taken out of order.

Public Input:

No public input was present.

Board Member & Manager Items:

New logo:

Circuit Rider presented logo options for an initial working committee to review and make top selections. The Board reviewed top selections and approved a new logo for the District to use on new signage and website.

Website, facility registration discussion

Ms. Shepherd and Ms. Reese reviewed the Civic Rec packet proposal with the Board. The Board compared costs with Rocky Mountain Register. The Board is interested in pursuing a new District website and incorporating Civic Rec for pool, facility rentals and tennis memberships.

Circuit Rider will look into a domain name for a new website. The Board would like to know more functionality with Civic Rec's calendars and

forms, and has requested Jessica, Civic Rec representative to attend the meeting in April to review.

Ms. Shepherd is waiting on Mr. Fong to submit the fully executed tennis contract.

The remaining three exterior lights will be installed at the clubhouse on Thursday.

Ms. Shepherd reviewed 811 utility changes with the Board. Due to legislative changes, all entities must switch over to tier one to incorporate a one call system. If the District opts in early, they will receive tickets free of charge. In 2021, the District will start getting charged for the new ticketing system. On average, the District receives 631 calls a year, budgeting around \$1,000 for this future system.

Kelly from Verizon is saying there are two approvals that need to occur before moving forward. The cupola is still waiting to be approved. They will start building the trash structure in the parking lot.

Ms. Shepherd reviewed elections with the Board. There are about 830 people registered to vote in the District. In 2016 81% of the community came out to vote. We will need more than 291 “yes” votes for any measure to pass in the future.

The Board reviewed their capital improvement needs and the costs involved. Circuit Rider will work on getting quotes for all needed improvements. A lot of this information will be added to the community survey so the Board will gather a good assessment from feedback from the community.

USTA provides grants for some tennis repairs, so the District could work on getting matching funds for some of the tennis repairs needed.

Pool Manager's Report:

Mr. Mundy is still looking for an inexpensive umbrella option at the tennis courts. A hole will be cut in the bench to insert the umbrellas and make sure they are secured. The Board would like Mr. Mundy to purchase two umbrellas at Home Depot as well as adding a sign asking people to put the umbrellas down. When the weather starts warming up, Harold at Supply Stations will inspect the filter to see what might need to be completed before pool opening. Mr. Mundy stated that they hope to have the pools filled end of April and circulating beginning of May.

Buildings & Grounds:

Director Fehr was able to find a discrepancy with the electric utility and the District will no longer need to pay that fee.

Legal Items:

Legal counsel sent back their recommendations on the pool rules and recommendations. The Board reviewed the recommendations. The release and waiver and a permit application the District can use. The hope is to have all of these facility waivers and release form will be uploaded on the new website. Ms. Shepherd will follow-up with Director Adams for any feedback as well.

Financial Matters:

Director Fehr reviewed the January and February financials with the Board. Ms. Shepherd reviewed some investment information Circuit Rider received from First Western Bank.

Upon motion by Director Kindy and seconded by Director Sarsfield the Board approved 3-0 the January and February financials.

Director Fehr presented the audit exemption to the Board prepared by Dawn Schilling. Because the District collects at a minimum threshold, they are able to exempt from the requirement for an audit.

Minutes:

Upon a motion by Director Sarsfield and seconded by Director Kindy, the Board voted 3-0 to approve the January meeting minutes, as presented.

Adjournment:

Meeting adjourned at 8:12pm.

The next meeting will be a Regular Meeting, held on April 16, 2019 at 7 P.M. in the Sailfish Room at the Director's Clubhouse, 5626 S. Galena Street, Greenwood Village. Public comment is welcome.

Minutes approved on:

Secretary for meeting