

Riverdale Dunes Metropolitan District

Regular Board Meeting Minutes

Meeting Date: Monday, September 19, 2022

Meeting Time: 6:01pm to 8:20pm

Meeting Location: Online video conference site <https://www.gotomeet.me/Wolfersberger> Members of the public may also participate via phone using the dial-in number (571) 317-3112 and access code #937-865-597

I. Roll Call (6:01pm)

A regular meeting of the Board of Directors of the Riverdale Dunes Metropolitan District No. 1 was called and held as shown above and in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualification to serve on the Board, were in attendance:

Directors	Office	Attendance
Steve Colby	Vice President	Present
Andrew Lynch	Director	Absent (excused)
Diane Lynch	Secretary	Present
Mathew Paul	Director	Present
Emily Walsh	Director	Present

Also, in attendance was Annemarie Tucker (District Manager) from Wolfersberger, LLC and Logan Schleicher from Emerald Isle Landscaping, two homeowners (1) Paul and Jackie Cuin (9529 E 112th Pl) and (2) Desiree Vigil (11252 Emporia St) were in attendance.

II. Call to Order

Meeting was called to order by Director Colby. Director Colby noted a quorum of the Board was present, the Directors confirmed their qualification to serve, the meeting notice had been duly posted on the District's website 72 hours in advance of the meeting, and therefore called the special meeting of the Board of Directors of the Riverdale Dunes Metropolitan District to order.

III. Disclosure Matters

The District Manager reminded the Board of the District's general counsel's advice to the Board that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board reviewed the agenda for the meeting, following which each Board member disclosed he/she had no conflicts of interests regarding official actions to be taken at the meeting. Thus, no written conflict of interest disclosures were required to be filed with the Secretary of State by any directors prior to this meeting.

IV. Administrative Matters

- 1) Review and approve meeting agenda: Director Colby motioned to approve the agenda. Director Walsh seconded the motion and the Board voted 4-0 to approve the agenda.
- 2) Review and Approval of Minutes for the August 01, 2022 Board Meeting: Director Paul motioned to approve the minutes as presented. Director Colby seconded the motion and the Board voted 4-0 to approve the motion.

V. Public Comments – None

VI. Director Matters

Director Walsh discussed with the Board a need for procedures for communication among board members and homeowner. The Board agreed to continue the discussion at the next meeting.

The Board discussed the need for two additional meetings for the review of management company contracts for 2023 and the transition process. The Board agreed the special meeting dates will be Monday, October 17, 2022 and Monday, December 12, 2022 at 6:00pm held online.

VII. Financial and Contractual Matters

- 1) Review and consider payment of claims: The Board reviewed the schedule of check payments (#100470 to #100488) totaling \$78,355.45. Director D. Lynch motioned to approve the payments as presented. Director Paul seconded the motion and the Board voted 4-0 to approve the motion.
- 2) 2022 Financial Statements: The District Manager reviewed with the Board the District's financial statements for the period ended August 31, 2022. Approximately 100% of the District's property tax revenue has been collected through July 31, 2022.

Year-to-date expenses through August 31, 2022 in the operating fund are as follows:

Expense Category	Actual	Budget	\$ Difference	% Difference
Administrative Costs	\$43,289	\$43,883	\$594	99%
Landscaping Costs	\$61,554	\$67,379	\$5,824	91%
Capital Asset Maint	\$10,572	\$10,050	\$(522)	105%
Pool Operation	\$60,067	\$52,772	\$(7,295)	114%
Non-Controllable Costs	\$30,723	\$25,333	\$(5,389)	121%
Total Costs	\$ 206,205	\$199,417	(\$6,788)	103%

VIII. Landscape / Capital Asset Matters

- 1) Status update – Emerald Isle: Mr. Schleicher reported the new sod installation has been completed. However, he has noticed areas looking a bit stressed and he will continue to monitor them and replace as needed. Director Paul mentioned a section of the sod replacement was missed by the front entrance of the pool house. Mr. Schleicher will have the crew install the sod in the missed area. He also, noted the tree replacement and rock refresh projects have been completed. Director Walsh asked about the area that have not been address from the walk through with Mr. Dohmen where the landscaping has been disrupted or the landscaping fabric is showing. Mr. Schleicher will look into the areas and have the crew address them as needed. Director D. Lynch questioned the tree replacement project. The Board approved the removal of the tree without the replacement due to in planting being so late in the year. Mr. Schleicher assured the Board the trees will be monitored, and they do carry a one-year warranty for replacement.
- 2) Review and consider 2023 snowplow contract (Emerald Isle Landscaping): Mr. Schleicher presented a bid submitted by EIL to provide snowplow services for the sidewalks in the parks and open spaces for the 2022/2023 season and noted there was no increase in hourly rates from the previous year. Director Paul motioned to approve the bid as presented. Director D. Lynch seconded the motion and the Board voted 4-0 to approve the motion.
- 3) Review and consider 2023 landscaping contracts: Mr. Schleicher presented bids submitted by EIL to provide landscape maintenance services for 2023 and noted an increase of 3% (\$531) from the previous year. Director Paul motioned to approve the bid with the dog station services added as a weekly service and email/written confirmation the irrigation will be turned on right at the beginning of the season. Director D. Lynch seconded the motion and the Board voted 4-0 to approve the motion.

IX. Pool/Playground Matters

- 1) Review and discuss pool closure: Board discussed the pool is closed for the season. Director D. Lynch informed R&R Aquatics to not move the new pool furniture as it is commercial grade and not required. The cushions have been stored in the pool house office. Director Paul requested a detailed list of the closure items and chemicals from R&R.
- 2) Review and discuss bird strips for canopies: The Board agreed to table the discussion until Spring 2023.
- 3) Review and discuss winter storage of cushions and furniture at the pool: The Board agreed the cushion storage in the pool house office will work for this year.
- 4) Status Update- sports playground nets: Director Walsh reported she will install the nets this week.
- 5) Status update – pool equipment. The Board requested R&R Aquatics assess the equipment and submit a bid for needed repairs.

- 6) Review and discuss-replacing concrete slab at pool: District Manager presented bid submitted by G1 Concrete. The Board requested additional bids to review.

Action item 01 – The District Manager will collect additional contractor bids for the Board to consider.

- 7) Review and discuss Dunes-specific handyman/maintenance person: District Manager reported there have been about five of the 18 contractors requested to submit bids/interest. She will put compile the contact information for the Board to review.

Action Item 02: District Manager will compile a list of maintenance contractors.

X. Social Calendar Matters

- 1) Review and discuss Community Yard Sale and Dumpster Days: Director D. Lynch reported the Neighborhood Block Party was a success with about 175 people in attendance. Director Walsh reported the homeowner she reached out to help with the Community Yard Sale have been nonresponsive at this time. The Board discussed the upcoming Dumpster Day and Movie Night will be on Saturday, September 24th and the last event for the year.

XI. Covenant Enforcement & Architectural Review Matters

- 1) Review and consider homeowner appeals: None

Review Covenant Enforcement Report: The District Manager briefly reviewed with the Board the covenant enforcement activity summary and detail reports for the period June 30, 2022 through September 01, 2022. During this period, 121 new violations were identified, and 105 violations were closed. The 143 open violations consisted of the following:

Violation Category	# of open violations	# of violations at the fine stage
Front yard landscaping violations	68	29
Backyard landscaping violations	42	22
Home exterior structure violations	8	6
Architectural Guideline violations	11	11
Outside nuisances	-	-
General storage violations	3	1
Fence violations	7	1
Vehicle violations	1	1
Trash violations	3	1
Seasonal-related violations (snow removal, holiday lights, etc)	-	-
Total Open Violations	143	72


- 2) Review the Property Fine Report: The District Manager reviewed the property fine ledger with the Board noting fines and legal fees totaling \$67,246 have been assessed through August 31, 2022. 26 property accounts with significant on-going property maintenance

violations have been turned over to the attorneys for legal action. The balance due in fines and legal fees on these accounts totals \$55,971 (83% of the total balance due from homeowners). In addition, 5 homeowners now have fines over \$400.00 and will be forwarded to the attorney for collections as determined by the Board's Collection process.

- 3) Status update - the ARC Committee: The District Manager reported that since the last meeting, the ARC committee had approved 7 Design Review Requests and have denied 3 Design Review Requests. Director D. Lynch mentioned the ARC Committee will be reviewing the design guidelines and present possible changes for the Board to consider.

X. Adjournment (8:20pm)

There being no further business to come before the Board, and upon motion duly made by Director Paul and unanimously carried, the meeting was adjourned. The next special Board meeting is scheduled for Monday October 17, 2022 at 6:00pm Online video conference site <https://www.gotomeet.me/Wolfersberger> Members of the public may also participate via phone using the dial-in number (571) 317-3112 and access code #937-865-597

DocuSigned by:

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Board Member

11/21/2022

Date