

**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
STONEGATE VILLAGE METROPOLITAN DISTRICT  
HELD JANUARY 20, 2021**

A regular meeting of the Board of Directors of the Stonegate Village Metropolitan District was held on Wednesday January 20, 2021 via Zoom Conference Call.

Meeting ID: 881 7725 5014

Passcode: 542944

**ATTENDANCE:**

Present were Directors:

Greg Sanford                      Channing Odell      Eric Jensen  
Lisa Hyvonen                      Lori White

Also in attendance:

Tom George; Spencer Fane LLP  
Sarah Sjobakken – District Manager  
Charles Wenger – Landscape/Maintenance Supervisor  
Rachelle Huston – Resident  
Scott Barnett- Mulhern MRE  
Ger Whelan – Colorado Water Systems

**CALL TO  
ORDER:**

Director Jensen called the meeting to order at 4:06 p.m.

**DISCLOSURE  
OF POTENTIAL  
CONFLICTS OF  
INTEREST:**

Directors Jensen, Sanford, Hyvonen, White, and Odell declared that they had no conflicts of interest.

**APPROVAL  
OF AGENDA:**

Director Jensen moved that the agenda be amended to add under Financial Items “Approval of 2021 Audit Engagement Letter”. Upon motion duly made, seconded by Director Hyvonen, and unanimously carried, the agenda was approved

**PUBLIC  
COMMENT:**

None

**FINANCIAL  
ITEMS:**

John Simmons addressed the Board on the monthly financials. General discussion held. Staff will work with Simmons and Wheeler and determine the past LPMD admin. fee.

The monthly Claims for Payment: The December, 2020 claims were presented for approval. Director Jensen moved that the Board approve the claims for payment as presented. Upon second by Director White, a vote was taken, and motion carried unanimously.

Monthly Financials: The December 2020 financials were presented to the Board for review. Director Jensen made a motion to accept the December 2020 financials. Director Sanford seconded the motion, and upon vote, they were unanimously approved.

#### Bill.com Discussion

Discussion was held regarding the new bill.com claims payment process.

- Invoices are received by the Districts. District staff codes and approves with appropriate signatures.
- SVMD staff submits all signed invoices to Simmons and Wheeler by the Monday of the week prior to the monthly Board meeting.
- Simmons and Wheeler inputs invoices into Bill.com on Tuesday.
- SVMD Board members (2) approve invoices within 48 hours.
- Bill.com releases payments to vendors once approved
- SVMD follows all rules pertaining to Special Districts regarding procurement of construction and services contracts.

#### Audit Engagement Letter

Discussion was held regarding the 2021 Audit Engagement Letter for the 2020 Financial Audit. John Simmons explained the audit process and gave an example of another District's with similar accounting complexity.

Director Jensen moved to approve the 2021 Audit Engagement Letter for the District's 2020 financials by WIPFLI. Upon motion duly made, seconded by Director White, the motion was approved. Mgr. Sjobakken will sign the letter and return to Simmons and Wheeler.

### **DISTRICT UPDATES:**

#### Water and Wastewater Update

Ger Whelan of Colorado Water Systems provided an operations report that was included in the Board packet. In addition to daily operations, there was discussion on the current ASR Project. The District is in the ramp up stages (500 af) to the yearly 1,000 af of Wise water purchased. The excess will be sent to the LFH-3 and KA-19 to store. The ASR is needed because the flows from WISE vary throughout the year.

#### Engineering Update

Scott Barnett from Mulhern MRE was present to update the Board on the following District projects:

- *ASR Design and Construction.* This is a complicated project with the vault, and piping. Prime Construction has been good to work with.
- *Effluent Mainline* – the District is having the effluent main surveyed for definitive location. It may be located outside of the easement, that is located within LPMD. If so, the District will have to pay to have it relocated within the easement.
- *LPMD* – Quick Trip design review has been signed.

- *Water pipeline in Compark North* - This has been tested and is ready to use. It is part of a 5 year development project that is 80% residential.
- *Construction Water* – This development will be using a lot of construction water and it will need to be carefully monitored by CWS.
- *Kennworth Truck Station* – Nothing new to report.
- *Wastewater Plant Capacity* – District staff, operations and engineering have met to begin a supply and modeling project.
- *Newlin Community* – Staff and Mulhern will watch this development closely, especially regarding the inclusion and the agreement of a recreational amenity. Staff will revisit the inclusion agreement and report back in February.

Landscape Update

Charles Wenger was present to update the Board on the following District projects:

- *Snow Removal* – There have been several complaints regarding lingering residual on walkways. The District contract with Keesen uses a 2” base to dispatch plows. Can the District be more proactive on certain areas where residual build up occurs? Yes, the District can be more proactive in certain areas, where warranted.
- *Effluent Irrigation Water* – Staff and engineering will work together and ensure transparency with LPMD.
- *District Fences* – Mr. Wenger visited the CF Fence storage site where the District’s materials are being held. Posts are in inventory, pickets are not. After review with staff and contractor, the amount for this year will be about 10k feet of replacement, hopefully to commence in June. However, this may change given delays in materials. The Board will work on a letter to residents regarding the fence replacement project, this will include policies and a summary of the financing and timing.
- *District Fence Financing* –Accounting will make the necessary inquiries to continue with the financing process.
- *Recreational Amenities* – Staff will look in to the addition of pickleball lines on our existing tennis courts or a separate court.

District Update

Mgr. Sjobakken provided a District update report that was included in the Board packet. There was discussion regarding a joint Board meeting with LPMD. Director White will initiate. Director White ask that District Wildlife be an agenda item for the February monthly meeting. The Board asked for a Zoom, Parks and Rec. special meeting on 2.3.2021.

**APPROVAL OF PAST MEETING MINUTES**

Director Jensen moved that the Board approve the minutes as presented of the 12.16.2020 regular Board meeting. Upon second by Director Sanford, a vote was taken, and minutes were approved.

**ATTORNEY’S ITEMS:**

None

**EXECUTIVE SESSION**

None

**ADJOURNMENT:** There being no further business for the Board's consideration, Director White moved that the Board adjourn the meeting at 6:37 p.m. Upon second by Director Hyvonen, a vote was taken, and motion carried unanimously.

Respectfully submitted,

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Secretary for the Meeting