

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE VISTA RIDGE METROPOLITAN DISTRICT HELD SEPTEMBER 25, 2014

A special meeting of the Board of Directors of the Vista Ridge Metropolitan District (referred to hereafter as the "Board") was convened on Thursday, the 25<sup>th</sup> day of September, 2014, at 8:00 A.M., at the Vista Ridge Community Center, 2750 Vista Parkway, Erie, Colorado. The meeting was open to the public.

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**Directors In Attendance Were:**

Christopher Koch  
Michael Lund  
Daniel Fishman

Following discussion, upon motion duly made by Director Fishman, seconded by Director Koch and, upon vote, unanimously carried, the absences of James Spehalski and Richard Cori were excused.

**Also In Attendance Were:**

Lisa A. Johnson, Lisa A. Jacoby, Divena Mortimeyer and Dan Cordova; Special District Management Services, Inc.

Brandon Carter, Colorado National Golf Club

Scott Wood, Vista Ridge Master Homeowner's Association Board Member

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**DISCLOSURE OF  
POTENTIAL  
CONFLICTS OF  
INTEREST**

**Disclosure of Potential Conflicts of Interest:** The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State.

Ms. Johnson noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute.

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**ADMINISTRATIVE  
MATTERS**

**Agenda:** Ms. Johnson requested that the Board review and approve the proposed Agenda for the District's special Board meeting.

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Following discussion, upon motion duly made by Director Fishman, seconded by Director Koch and, upon vote, unanimously carried, the Agenda was approved.

**Minutes:** The Board reviewed the Minutes of the July 17, 2014 regular meeting.

Following discussion, upon motion duly made by Director Koch, seconded by Director Lund and, upon vote, unanimously carried, the Minutes of the July 17, 2014 regular meeting were approved.

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### **FINANCIAL MATTERS**

**Claims:** The Board considered ratifying the approval of the payment of claims through the period ending August 14, 2014 totaling \$75,891.78 for general fund expenses.

Following discussion, upon motion duly made by Director Lund, seconded by Director Koch and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period ending August 14, 2014 totaling \$75,891.78 for general fund expenses.

The Board then considered approval of the payment of claims through the period ending September 25, 2014, totaling \$33,783.25 for general fund expenses.

Following discussion, upon motion duly made by Director Lund, seconded by Director Fishman and, upon vote, unanimously carried, the Board approved the payment of claims for the period ending September 25, 2014, totaling \$33,783.25 for general fund expenses.

**Financial Statements:** Ms. Mortimeyer presented the unaudited financial statements for the period ending August 31, 2014 and the schedule of cash position for the period ending August 31, 2014.

Following review, upon motion duly made by Director Fishman, seconded by Director Lund and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending August 31, 2014 and the schedule of cash position for the period ending August 31, 2014.

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### **LEGAL MATTERS**

**Irrigation Water Facilities Common Use Agreement (“the Agreement”):** Mr. Carter noted for the Board that the Colorado National Golf Club will review the Agreement and respond in November 2014 with respect to approval and/or revisions to the Agreement.

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### OPERATION AND MAINTENANCE MATTERS

**Project Manager's Report:** The Board reviewed the Project Manger's Report.

**Integrated Water System Update:** Mr. Carter presented the Integrated Water System Update report to the Board (attached hereto). Mr. Carter will solicit proposals to replace the analog meter at Hole 17 and purchase a new meter to measure water pumped into Pond 17.

**Tree Replacement and Stump Removal:** Mr. Cordova met with the HOA representative to determine a list of concerns. A proposal was received from CoCal Landscape Services, Inc. ("CoCal") to address the need for 20 trees to be replaced and 17 stumps to be removed.

Following review, upon motion duly made by Director Fishman, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the proposal from CoCal for replacement of 20 trees and removal of 17 stumps, in an amount not to exceed \$9,750.

**2015 Landscape Maintenance and Snow Removal with CoCal ("2015 Agreement"):** The Board reviewed the proposal from CoCal for landscape maintenance and snow removal for 2015. It was noted that there was roughly a 2% increase of cost for the 2015 Agreement.

Following review, upon motion duly made by Director Koch, seconded by Director Fishman and, upon vote, unanimously carried, the Board approved the 2015 Agreement for maintenance and snow removal.

**Holiday Lighting Proposal from Deck the Mall:** The Board reviewed the proposal for holiday lighting from Deck the Mall, for an amount not to exceed \$4,448.00.

Following review, upon motion duly made by Director Fishman, seconded by Director Lund and, upon vote, unanimously carried, the Board approved the proposal for holiday lighting from Deck the Mall, for an amount not to exceed \$4,448.00.

### OTHER MATTERS

**Communication with the HOA:** Mr. Wood commented that he feels that the communication and services received from Mr. Cordova and CoCal has been very good this last year and he appreciates all the effort.

**District Website:** There was no new update.

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**2015 Budget Workshop:** The Board reviewed and provided comments and revisions to the 2015 Budget projections.

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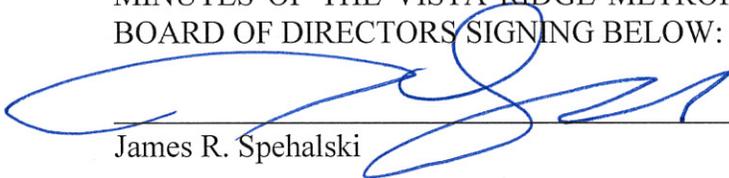
**ADJOURNMENT**

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 adjourned.

Respectfully submitted,

By  \_\_\_\_\_  
Secretary for the Meeting

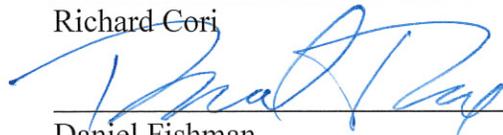
THESE MINUTES APPROVED AS THE OFFICIAL SEPTEMBER 25, 2014  
MINUTES OF THE VISTA RIDGE METROPOLITAN DISTRICT BY THE  
BOARD OF DIRECTORS SIGNING BELOW:

  
James R. Spehalski

\_\_\_\_\_  
Christopher H. Koch

  
\_\_\_\_\_  
Michael Lund

\_\_\_\_\_  
Richard Cori

  
\_\_\_\_\_  
Daniel Fishman

# Project Manager Report

## Vista Ridge Metropolitan District

7/11/14-9/17/14

### ***General Landscaping***

- ❖ Irrigation water quality has seen improvement during August and September, and irrigation schedule times have been reduced as an increase in precipitation has been experienced.
- ❖ CoCal has completed dead-heading of the spent salvia in District planting beds, as well as other pruning of shrubs as needed.
- ❖ Turf aeration is scheduled for the week of September 29th.

### ***2014 Fall Landscape Enhancements***

- ❖ The Project Manager met onsite with a Board member of the Vista Ridge HOA in August to discuss and identify missing trees that the HOA considers to be a priority for replacement. A proposal for replacement of 20 dead trees, as well as removal of 17 tree stumps has been obtained from CoCal for a total cost of \$9,750.00.

### ***Fence Staining & Repair***

- ❖ Olson Painting is scheduled to begin staining of the District-maintained 3-rail fence in filings 1L, 1M, and 1N the week of September 22<sup>nd</sup>, pending favorable weather.

### ***Other***

- ❖ 3 e-mails and 8 phone calls from residents and 9 e-mails from the HOA Community Manager regarding maintenance issues were responded to.

# Integrated Water System Update

Colorado National Golf Club

September 25, 2014

## Coal Creek Station:

- Pumps are on when required
  - Currently using Combo #1
- We are still waiting on a documented quote for the repairs of the two pumps from Coal Creek.
  - The upper pump requires a complete internal seal kit
  - The lower pump has to be re-wound and have a seal kit installed
  - Repairs on the upper pump are estimated at \$8,500.00
  - Repairs to the lower pump are estimated to be \$12,500.00
- The parts to the Gorman Rupp pumps are proving to be extremely difficult to find as the pumps themselves are now obsolete.
  - The first set of seals Freedom Pump was able to find for one pump were \$11,500.00. They have since found another supplier where the cost would be \$6,000.00 for one set of seals.

## VRMD Pump 17:

- As of early June, as often as possible, the #17 Pond has been filled via siphon from Pond #13 with Community Ditch water.
- Pumps are working properly.
- The analog water meter for VRMD water use is determined to have not been working properly as of sometime in June according to the water use records.
  - It has been discussed with Dan Cordova to replace the meter once irrigation has stopped for the season.
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- During the month of August, I calculated from pumping records from Coal Creek that 2,723,310 gallons were pumped. That is 8.35 A Ft. According to the analog meter only .53 A Ft were used.
- When will the VRMD quit watering for the season?
- I will schedule winterization maintenance on #17 pump station as soon as watering is stopped for the season.

Community Ditch:

- Approximately 40% of the water to fill pond #17 has come from the community ditch this season.
  - A recommendation would be to put a water meter on the inflow pipe to pond #17
- Currently, the Academy has two pumps and the Farmer has one.
- Dan scheduled a roll off dumpster to clean up the trash from the head gate
  - Colorado National will perform the loading of the dumpster.