

LINCOLN CREEK METRO DISTRICT

BOARD OF DIRECTORS MEETING MINUTES

JULY 16, 2020

CALL TO ORDER

The meeting was called to order at 2:02 p.m. Board Member in attendance was David Dunn. Board members present for re-instatement were Pamela Boscoe, Christy Reynolds, and James Ballard. New Board prospect present was John Cole. In attendance from MSI, LLC was Diana Jansen. In attendance from Spencer Fane was Nicole Finco.

APPROVAL OF PREVIOUS MINUTES

The prior meeting minutes from April 23 and May 22, 2020 were approved as presented.

MANAGER'S UPDATE

The quarterly financials were not ready for review from Simmons Wheeler.

The Violation Log and Architectural Log were presented to the Board. The Board did not have any questions.

NEW BUSINESS

➤ Item: Appointment - Board Members

- Discussion/Summary: Spencer Fane provided guidance on how to reinstate Board members and how to appoint a new Board member.
- Board Decision: David Dunn, President of the Board, nominated four the Board members.
- Action: The Board President motioned and seconded to approve of the four board members and gave the oath of office to each board member. David will provide the signed paperwork to Spencer Fane for processing.
 - Christy Reynolds Vice President Expires May 2023
 - John Cole Treasurer Expires May 2023
 - Pamela Boscoe Secretary Expires May 2023
 - James Ballard At-Large Expires May 2022
 - David Dunn President Expires May 2022

➤ Item: Cardel Townhomes

- Discussion/Summary: It was noted that the Cardel Townhomes have a shared roofing system and the District is concerned about its liability.

- Decision: The Board is interested in investigating the possibility of the townhomes becoming its own Association.
 - Action: The Community Manager will reach out to legal counsel for advice on the process.
- Item: Streets
- Discussion/Summary: General discussion on maintaining the streets was held. The Board would like to know what the process is for turning over the streets to Douglas County.
 - Decision: The Board President will call Douglas County to inquire about the process.
 - Action: No action for MSI.
- Item: MSI Payable
- Discussion/Summary: General discussion about the pros and cons for hiring MSI to take care of the payables occurred.
 - Decision: The Board would like to migrate their payable to MSI starting January 1, 2021 at an additional \$100.00 per month.
 - Action: The Board will let Simmons Wheeler know about their decision. The Community Manager will inform MSI of the intent of the Board and ask for next steps to migrate the payables.
- Item: Irrigation Map
- Discussion/Summary: It was noted the importance of having an irrigation map updated as the DR Horton homes are approaching completion.
 - Decision: The Board would like Rocky Mountain Custom Landscaping (RMCL) to provide an updated map.
 - Action: The Community Manager will reach out to the RMCL irrigation manager with the District map for updating.
- Item: Grounds Contract
- Discussion/Summary: It was noted that Rocky Mountain Custom Landscaping is very familiar with the property. The Board discussed hiring another company for snow removal of the MRK Homes.
 - Decision: The Board asked that a contract with RMCL for the grounds maintenance be solicited; and would like to have a bid from Emerald Isle for snow removal for the MRK Homes.
 - Action: The Community Manager will send out bid requests to RMCL and Emerald Isle.
- Item: Sink Hole and Sidewalks
- Discussion/Summary: A general discussion of a sink hole present at Center Park Loop and Centennial was discussed as well as sidewalk repair needed to become ADA compliant.

- Decision: The Board would like the sink hole repaired immediately by Rocky Mountain Pavement. The Board has given permission to the Community Manager to place a work order for up to \$10,000 for both the sidewalk repairs and sink hole repair.
- Action: The Community Manager will order the work to be done by Rocky Mountain Pavement.

EMAIL RATIFICATIONS

June 23, 2020 - Emerald Isle to place boulders along median on Colony Loop for \$990.00.

NEXT MEETING DATE

The next meeting date will be October 22, 2020 at 2:00 p.m.

ADJOURNMENT

The meeting was adjourned at 3:15 p.m.