

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

WRIGHT FARMS METROPOLITAN DISTRICT

Held: Thursday, January 7, 2021 at 7:00 p.m.
Virtual meeting held via Zoom due to State and Local
Public Health Orders related to COVID-19

Attendance

The special meeting of the Board of Directors of the Wright Farms Metropolitan District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance:

Joyce Espinoza
Heidi Farfel
James A. Ray
Michael Stangoni

Absent: None.

Also in attendance were Jeffrey E. Erb, Seter & Vander Wall, P.C.; Debra Sedgeley, CliftonLarsonAllen, LLP; Jim Ihnen, JBK Landscape, LLC; and Judy Haberer, District Administrator.

Call to Order

Director Ray noted that a quorum of the Board was in attendance and the Directors confirmed their continuing qualification to serve. The meeting was called to order at 7:08 p.m.

Disclosure Matters

The Directors reported that they had disclosed their interests as owners of property located in the District. Written disclosures of these interests have been filed with the Secretary of State.

The Board reviewed the agenda for the meeting, following which each Board member had the opportunity to identify any additional conflicts. No additional conflicts were identified.

Additionally, the Board determined that the participation of the members in attendance was necessary to obtain a quorum or otherwise enable the Board to act.

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Public Comment	There was no public comment.
Approval of December 3, 2020 Meeting Minutes	The minutes of the December 3, 2020 meeting were reviewed. Upon motion made, seconded, and unanimously carried, the minutes were approved as presented.
2021 Annual Administrative Matters	<p>Mr. Erb discussed the annual affidavits to confirm each director's continuing qualification to sit as a Board member and annual conflict of interest disclosure forms that each Board member can use to identify any potential conflicts of interest that may exist. These documents will be provided by Ms. Bright before the February meeting.</p> <p>Next, the Board reviewed the 2021 Annual Administrative Resolution, which sets forth various annual designations such as the District's regular meeting times, meeting posting locations, Board officers and its designated election official. The Board determined to continue holding its regular meetings at 7:00 p.m. on the first Thursday of every month at the Wright Farms Anythink Library.</p> <p>The Board discussed the Board officer positions and, upon motion made, seconded and unanimously carried, elected Director Farfel as Board Secretary.</p> <p>Upon motion made by Director Stangoni, seconded by Director Farfel, and unanimously carried, the Board approved the 2021 Annual Administrative Resolution.</p>
Financial Matters	<p>Ms. Sedgeley noted that financials are not available due to the holidays and the meeting occurring early in the month.</p> <p>Ms. Sedgeley reviewed the cash sheet and claims payable. Ms. Sedgeley noted that the District's account at First Bank has been opened and each Board member should have received their new debit card for District expenses. The Wells Fargo account will be closed.</p> <p>Upon motion made, seconded and unanimously carried, the Board accepted the financials and approved the claims payable.</p>
East Boundary Fence Replacement	Mr. Erb reported that there is no significant activity on this project.

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Traffic Bollards Installation Update

Mr. Erb reported that he has been following up with Adams County about an encroachment agreement. There was some concern from Adams County about underground utilities, but Mr. Erb thought it unlikely there are any near the bollards since the bollards were installed without issue. The Board discussed options to complete this project, and directed Mr. Erb to prepare a letter to Adams County from the Board asking to keep the bollards and for an encroachment agreement. Mr. Erb will also reach out to the property owner to see if he will provide a letter in support to Adams County also.

Attorney Report

Mr. Erb reported that the conversion of the District to a Tier One 811 member is complete. JBK will be responding to locate requests.

JBK Report

Mr. Ihnen reviewed with the Board the proposal from CP&M to fix the drainage issues in the drainage easement at 122nd and Ivy. Heavy rains are washing out the gravel in the area, and there is no dedicated sidewalk for persons to use when walking in the easement, which is used frequently by neighborhood kids when walking to school. The Board discussed the proposal and alternative ways to fix the issue. The Board directed Mr. Erb to confirm the District's responsibility to fix these issues and the location of the property lines in relation to the easement to determine who owns the property between the drainage pan and the fence. Mr. Erb will also obtain a proposal to survey the easement area to identify property lines and encroachments. The Board also noted that the proposal included grinding of the sidewalk areas that are posing a potential trip hazard near Brantner Gulch. Upon motion made, seconded and unanimously carried, the Board approved up to \$1,000 to have the concrete gridding completed separate from the other work on the bid.

Upon motion made, seconded and unanimously carried, the Board approve the 2021 JBK contract extension for landscape maintenance and snow relocation.

Upon motion made, seconded and unanimously carried, the Board approved the JBK proposal for annual flowers and for dog station bag replacements.

Mr. Ihnen reported that there are a few areas still needing leaf clean up, that the grasses have been cut back for spring, and

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roses will be pruned in the spring. He has also been working with a property owner regarding a clogged drain.

District Administrator Report Ms. Haberer reported that the newsletter is at the printer and should be mailed in February.

The Board discussed the fence repair near 12301 Ivanhoe Street due to the tree growing into the fence. The Board asked Mr. Erb to follow up to confirm that the fence to be built will be the same as the existing fence in the District. Assuming that is true, upon motion made, seconded and unanimously carried, the Board approved the proposal for the fence repair.

Other Business The Board discussed the rules for use of the pavilions, noting that they are still open for reservations and the users are responsible for ensuring that their use complies with Tri-County Health guidelines.

Adjournment There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 8:55 p.m.

Heidi Farfel

Secretary for the Meeting

Signature: 
Heidi Farfel (Mar 18, 2021 20:15 MDT)

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