

**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
TOLLGATE CROSSING METROPOLITAN DISTRICT NO. 2  
HELD NOVEMBER 15, 2022**

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The regular meeting of the Board of Directors of the Tollgate Crossing Metropolitan District No. 3 was held on Tuesday, November 15, 2022 at 6:30 p.m. at the Tollgate Crossing Community Center, 24625 E. Bellewood Ave., Aurora, CO 80016. The meeting was open to the public.

Attendance

In attendance were the following Directors:

Richard Martinez

Brian Matise

Dennis Lawson

Doug Webb

Also, in attendance were:

Shannon Torgerson, Cherry Creek HOA Professionals

Call to Order

The meeting was called to order at 6:30 p.m.

Approval of Agenda

After review, upon a motion made by Director Matise, seconded by Director Webb and, upon vote, unanimously carried, the Board approved the agenda as presented.

Declaration of Quorum

Director Qualifications and

Conflict of Interest

A quorum was declared. All directors are qualified to serve and there are no conflicts of interest. Following discussion, upon a motion made by Director Matise, seconded by Director Lawson and, upon vote, unanimously carried, the Board excused the absence of Director Gregory.

Public Comment

Comment was made regarding Civitas conducting fracking operations close to Aurora Reservoir and under nearby neighborhoods. Director Matise provided information regarding the issue and indicated the initiative was turned down several years ago as there wasn't enough buy in from individual owners or the District to allow it to proceed. Director Matise receives weekly updates from the Colorado Oil and Natural Gas Conservation Commission and indicated people can sign up for the updates themselves.

Vendor Matters

ColoradoScapes, Inc.

ColoradoScapes was not present. Ms. Torgerson was requested to follow up regarding the reindeer donated to the District by Mr. Matise and the holiday bows purchased by the Tollgate Crossing Social Committee.

Metropolitan District Public Safety Group

Mr. Carroll was not present. Ms. Torgerson was requested to follow up on the installation of the gate at the park.

## Manager's Items

- a) Playground Surface Update – Ms. Torgerson and Play Well Group met earlier in November and discussed options for the playground. A proposal should be received in early December and will be available for discussion at the January meeting.
- b) Mailbox Replacement – Due to supplier issues, a proposal has not been received to date. This will be ready for discussion at the January meeting.
- c) Tollgate Community Park – Restroom – No vendors have responded to requests for proposals.
- d) Shade Structure Proposal – Proposals for repairs to the pool deck have been requested. Once received, discussion can continue regarding the type of shade structure wanted.
- e) Clubhouse Renovation Discussion – The Board requested the formal request for proposal process be started so the Board can decide at the January Board meeting. Director Webb requested the refrigerator in the proposal be a full-size version.
- f) Algonquian Park Discussion – The Board discussed the request by the Newbridge at Tollgate Crossing HOA to assist with the landscaping of the pocket park at Addison and Algonquian. In order for the District to assist, the parcel would have to be owned by the District. It is recommended the Association determine proper process with their legal counsel.
- g) Consider Adoption of Renewal of General Liability Schedule and Limits, Consider Approval and Authorization to Bind Coverage, Renewal of Special District Association of Colorado Membership, Payment of Agency Fee, and Inclusion of Worker's Compensation Coverage – Ms. Torgerson noted the insurance premium has not been received yet, however, it will be sent to the Board upon receipt.

## Consent Agenda

- a) Approval of Minutes from the October 25, 2022 Regular Board Meeting
- b) Cash Position Schedule Report
- c) Tax Collection Schedule
- d) Legal Status Report
- e) Water Usage Report

After discussion, upon a motion made by Director Matise, seconded by Director Webb and, upon vote, unanimously carried, the Board approved the Consent Agenda as presented.

## Financial Matters

- a) Conduct Public Hearing on Proposed 2023 Fiscal Year Budget
  - i) Consider Adoption of Resolution 2022-11-01, Adopting 2023 Budget, Imposing Mill Levy and Appropriation of Funds

The public hearing to consider adopting the proposed 2023 Budget was opened at 7:03 pm. The public hearing was closed at 7:20 pm. Following discussion, upon a motion made by Director Lawson, seconded by Director Webb and, upon vote, unanimously carried, the Board approved the 2023 Budget as discussed.

Following discussion, upon a motion made by Director Lawson, seconded by Director Webb and, upon vote, unanimously carried, the Board adopted Resolution 2022-11-01: Resolution Adopting 2023 Budget, Imposing Mill Levy and Appropriation of Funds as presented.

b) Review and Accept Unaudited Financial Statements as of October 31, 2022 – Following review, upon a motion made by Director Webb, seconded by Director Martinez and, upon vote, unanimously carried, the Board accepted the financial statements for the period ended October 31, 2022 subject to audit.

b) Investment Update – Director Matisé provided an investment update to the Board.

c) Review and Ratification of Prior Claims (October 2022)

d) Review and Approval of Current Claims (November 2022)

Following discussion, upon a motion made by Director Lawson, seconded by Director Webb and, upon vote, unanimously carried, the Board ratified the October 2022 claims totaling \$123,565.55 and approved November claims totaling \$59,834.76.

#### Legal Matters

a) Consider Adoption of Resolution 2022-11-02 Annual Administrative Matters Resolution – Following discussion, upon a motion made by Director Webb, seconded by Director Lawson and, upon vote, unanimously carried, the Board adopted Resolution 2022-11-02 Annual Administrative Matters Resolution (2023) as presented.

b) Consider Adoption of Resolution 2022-11-03: Resolution Calling May 2, 2023 Election – Following discussion, upon a motion made by Director Matisé, seconded by Director Martinez and, upon vote, unanimously carried, the Board adopted Resolution 2022-11-03: Resolution Calling May 2, 2023 Election as presented. Director Matisé requested Ms. Torgerson confer with Arapahoe County to determine if they will be conducting a coordinated election the District could use for this director election.

c) Consider Direction re: Board Member Contact Information on District Website – The Board will have new email addresses created that tie to the District’s website once the new version goes live in 2023.

#### Director’s Matters

There were no Director’s Matters to discuss.

#### Adjournment

With no further business to discuss, upon a motion made by Director Webb, seconded by Director Matisé and, upon vote, unanimously carried, the Board adjourned the meeting at 7:50 p.m. The next meeting will be held on Tuesday, January 24, 2023 at 6:30 p.m. at the clubhouse.

Respectfully submitted,

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Secretary for the Meeting