

**MEETING MINUTES OF THE BOARD OF DIRECTORS OF THE
TOLLGATE CROSSING METROPOLITAN DISTRICT NO. 2
HELD MARCH 26, 2024**

A special meeting of the Board of Directors of the Tollgate Crossing Metropolitan District No. 3 was held on Tuesday, March 26th, 2024, at 6:30 p.m. in person at the Tollgate Clubhouse.

Attendance

In attendance were the following Directors:

Richard Martinez

Denis Lawson

Brian Matise

Shelly Gregory

Director Webb was absent and excused from the meeting.

Also, in attendance were:

Beau McMahon, Brightstar District Management.

Several constituents were also in attendance.

Call to Order

The meeting was called to order at 6:32 p.m.

Approval of Agenda

District Manager requested the following adjustments to the agenda.

1. Manager Items
 - a. add line E. Manager Approval amount.
2. Under Director Matter
 - a. add item F. Change Order for faucets in the clubhouse.
 - b. Item G. Furnace in clubhouse discussion.

After review, upon a motion made by Director Martinez, seconded by Director Gregory and, upon vote, unanimously carried, the Board approved the agenda with modifications.

Declaration of Quorum

Director Qualifications and

Conflict of Interest

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

Public Comment

Several constituents were in attendance and the following topics were discussed:

- i. Discussions around fracking in the area being a concern for the community. There are currently 166 wells on 52 pads just east of Tollgate Crossing. Randy discussed the reasoning behind the concerns for the community concerning water, wildlife, and ground pollution. The Board took that

information into consideration and offered to allow the homeowners use of the clubhouse free of charge to host a meeting for educational purposes.

- ii. A constituent discussed her frustration with the clubhouse project, playground project, key fob system, and minutes not being posted online. The board tried to express the delays being due to construction material delays, and things beyond their control. The District Manager stated that the fob system is down for the current renovations, however he'd be happy to assist once the system is reinstalled. The District Manager also stated that the meeting minutes, notices, and documents have all been posted to the Districts website since Brightstar took over management in January of 2024.
- iii. Discussions were had about the clubhouse not having a freezer in the great room, or the snack shack. The board stated they would have the social committee and projects committee work on putting together a list of items they would like to consider purchasing to include the items listed and present it to the board at the next meeting.
- iv. A constituent discussed that she was thankful for the board and all that they do for the community.

Director Matise exited the meeting.

Vendor Matters

Public Safety

Incident Items: No incidents to report

Flock Camera: Andy is still working on bids for the cameras.

Lighting Discussion: Andy is still working on lighting; he will work with the landscaping team for bids.

Colorado Scapes

Ben Randall and Josh Nicholas were present from LMI Landscapes to discuss that Carlos is no longer with LMI, and that Josh will be the account manager moving forward.

Ben discussed that spring cleanups have been delayed due to the weather. Weed and Fertilizer treatment will happen next month.

Manager's Items

- a) **Clubhouse Updates** – The District Manager discussed that the upper level is complete aside from the patio door. That work is currently scheduled for the second week of April. The lower level is nearly

complete pending inspections and installation of the new lights in the locker rooms.

- b) **Mailbox Project:** The District Manager discussed that this is currently scheduled for late April. Notices will be posted on the remaining mailboxes, mailed to all homeowners, and emailed to homeowners.
- c) **Playground Updates:** The District Manager discussed that the project has been completed and there is an inspection scheduled with the vendor next week. Once the inspection is complete the district will release payment.
- d) **Manager Notice:** The District Manager discussed that Brightstar has a training the week of May 6th, and he will have limited availability that week. The office will still be open should homeowners need assistance. The manager also stated that he has a planned vacation in June. Notice will be posted on the District website.
- e) **Manager Approval Amount** – The district manager stated that per the agreement with Brightstar District Management, he is only able to process items if they are less than \$500 without board approval. The District Manager would like the board to consider increasing that amount, with inflation and increased costs, items cannot be completed for that dollar amount. The Board discussed this in detail and with a motion made by Director Martinez, and seconded by Director Gregory voted to approve that Brightstar may process items up to \$2500 on behalf of the Metro District.

Consent Agenda

Approval of Minutes from meeting held February 27, 2024.

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

Financial Matters

Review of Funds, Budget, and Expenses from February 2024 Financial Matters.

Director Martinez reviewed the unaudited financial funds, budget, and expenses. With a motion made by Director Lawson, seconded by Director Gregory and, upon vote, unanimously carried, the board approved the financial matters.

Legal Matters

None

Director's Matters

- a) **Project Committee Updates** – No updates currently.
- b) **ADA Door in Lower level** – District Manager discussed he is still working on bids for this item.
- c) **Reconstruction Experts Change Order for Clubhouse Faucets** – The board reviewed the bid from RE. They expressed their frustration as this should have been something that was considered by the architect.

They did not want to delay the permit inspection and approved the invoice.

- d) **Newbridge HOA turnover** – Discussion had about all common spaces becoming the Metro Districts property, to include snow removal and all maintenance obligations. Director Lawson stated that the alleyways currently need repair, Director Martinez stated the District would only accept the common elements when they are in working order. Director Lawson will collect proposals for all the work needed.
- e) **Electronic Updates** – The board has agreed to move forward with Mountain Alarms bid for the new fob system pending that the new front door being installed will work with the new system. The District manager will work with Mountain Alarm and RE to confirm this information. The District Manager will have the TV hung in the great room.
- f) **Clubhouse Furnace discussion** – The district manager stated he was made aware that the heater in the clubhouse went out. The manager had an HVAC company inspect the units and they need to be replaced. Repairs would not be sufficient. Bids were not available, however, Director Gregory motioned to approve the District Manager to spend up to \$30,000.00 to have both furnaces upper & Lower replaced. Motion was seconded by Director Lawson upon vote, unanimously carried, the Board approved. The District Manager will forward the bids to the board via email and have the service complete.

Adjournment

With no further business to discuss, upon a motion made by Director Webb, seconded by Director Martinez and, upon vote, unanimously carried, the Board adjourned the meeting at 8:52 pm. The next meeting will be held on Tuesday, April 23, 2024, at 6:30 pm at the Tollgate Clubhouse.

Respectfully submitted,

Secretary for the Meeting