

**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
TOLLGATE CROSSING METROPOLITAN DISTRICT NO. 2  
HELD JUNE 28, 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, June 28, 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

Doug Webb

Also, in attendance were:

Shannon Torgerson, Cherry Creek HOA Professionals

Carlos Esquivel and Ben Randall, ColoradoScapes

Andy Carroll, Metropolitan District Public Safety Group

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 Martinez 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 Webb, seconded by Director Matise and, upon vote, unanimously carried, the Board excused Director Lawson's absence.

Public Comment

Several constituents were in attendance and the following topics discussed:

- Miles Barela presented the Board with the details of his Eagle Scout project. The Board requested the cost of the poured in rubber surface for the gaga ball pit be determined.
- Comments were made regarding the turf looking dry and being cut too short. In addition, tree removal and replacement is being completed; the holes for the new trees need to be larger. Mr. Randall noted the holes are being made larger when the new trees are planting. The smaller holes are from the removal of the dead trees. Questions were asked about the irrigation system and watering times. It was noted that the new system is being dialed but the District can only water from 6 pm to 10 am 3 days per week.
- An owner asked questions about individual owner property and was referred to the Tollgate Crossing HOA for resolution.
- Management was requested to reach out to Arapahoe County about dead plant material along the northern District boundary.

V. **Vendor Matters**

- a. **ColoradoScapes, Inc.** – The monthly report from ColoradoScapes has not been received to date. The permitting process is on going for the Newbridge monument sign.
- b. **Metropolitan District Public Safety Group** – Andy will attend our meeting to provide an update. He will have a proposal for the dumpster enclosure as discussed as last month’s meeting.
- c. **Front Range Recreation**
  1. **Lifeguard Appreciation** – The Social Committee will be presenting their ideas about showing appreciation to the lifeguards during the meeting.

VI. **Manager’s Items**

- a. **Playground Surface Update** – The vendors recommended by the City of Aurora have been contacted and proposals requested.
- b. **Fence Repair/Replacement along Gun Club Road** – Repair work will start the week of July 25. Painting will follow when the repairs are complete.
- c. **Graffiti/Paint Project** – I’m working with Neighborhood Services on this project.
- d. **Mailbox Replacement** – The project is more in depth than anticipated – but will a significant outlay of time. Information about the mailboxes has been included in your packet.
- e. **Tollgate Community Park – Restroom** – The City has not responded to my request for vendors who installed this at the park across the street – I’ve reached out to potential vendors and will also ask Rich Sidoroff if he has any contacts that may do this type of installation.
- f. **Shade Structure Proposal** – No proposals have been received to date.
- g. **Communications Improvement Proposal** – Based on discussion with Cory Schmaltz, a proposal has been included in your packet better market the District which includes a revamp of the website making it more functional and providing better communication to residents.
- h. **Pool Fences and Firework Email** – Included in your packet is an email from Andy regarding the pool fence – work that can be done after the pool season ends. It also includes information about fireworks that can be incorporated into a broadcast email in 2023.

VII. **Director’s Matters** – No Director’s Matters have been provided in advance of the meeting.

VIII. **Adjournment** – Our next meeting is scheduled for Tuesday, August 23, 2022 at 6:30 pm as an in-person meeting. Please let me know if you cannot attend.

- It was asked if a service directory could be added to the District's website and newsletter.

Consent Agenda

- a) Approval of Minutes from the May 24, 2022 Regular Board Meeting
- b) Cash Position Schedule Report
- c) Tax Collection Schedule
- d) Collections Report
- e) Legal Status Report
- f) Water Usage Report
- g) Xcel Mitigation Grant Report

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

Legal Matters

- a) Split Rail Fence Maintenance and Ownership Discussion – Counsel is still researching the ownership and maintenance of the split rail fence.
- b) Conduct of Meetings Policy – The Board reviewed the draft Conduct of Meetings policy and requested the form for recording meetings be removed, the allowable reasons for the Board conducting and executive session be added, and that the City of Aurora's policy be reviewed.

Vendor Matters

ColoradoScapes, Inc.

Mr. Randall presented the Board with the monthly report and introduced Carlos Esquivel as the new account manager with ColoradoScapes.

Mr. Randall noted that tree and plant warranty work is currently underway and that a new chemical is being used on the thistle that has been resistant to the standard herbicide. ColoradoScapes is waiting on the permit to be issued by the City of Aurora for the Newbridge at Tollgate monument.

The Board requested a cost to replace the pet waste station trash can at the park entrance from the Xcel property near the amphitheater and that all trees and shrubs be reviewed to ensure clearance from sidewalks and the road.

Metropolitan District Public Safety Group

Mr. Carrol provided an update from MDPSG noting there was a shot fired early July around 3 am. There was no damage and no injuries, but MDPSG is working with Aurora PD on this occurrence.

A passive sign in table was recommended at the pool to make people stop when they enter. The cost for this will be less than \$250.00.

Mr. Carroll will be obtaining a cost to repair and paint the pool fence as several sections are starting to fail.

Anti-graffiti lacquer is needed on the tables at the park when they are repainted.

Mr. Carroll will be obtaining a proposal to add a roof and locking gates to the dumpster in the clubhouse parking lot since it is frequently being used as a dump for people other than pool staff or clubhouse renters.

Front Range Recreation

Front Range noted the swim season to date has been going well with the exception of 1 incident that has resulted in the suspension of pool privileges for one tenant. Ms. Thomas will be cleaning out the storage area to determine how much pool furniture is broken and needs replacement. This will also allow the Social Committee more storage room.

Ms. Thomas notified the Board they will not be able to provide lifeguard staff once school starts, however, they may be able to provide a pool monitor who is not a trained lifeguard but would be able to call 911 or MDPSG if there are issues.

Financial Matters

a) Review and Accept Unaudited Financial Statements as of May 31, 2022 – Mr. Matisé reviewed the May 31, 2022 Financial Statements in detail with the Board. Following discussion, upon a motion made by Director Webb, seconded by Director Martinez and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ended May 31, 2022 as presented.

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

c) Review and Ratification of Prior Claims (May 2022) – Following discussion, upon a motion made by Director Webb, seconded by Director Martinez and, upon vote, unanimously carried, the Board ratified claims totaling \$293,289.41.

d) Review and Approval of Current Claims (June 2022) – Following discussion, upon a motion made by Director Matisé, seconded by Director Martinez and, upon vote, unanimously carried, the Board approved claims totaling \$62,464.39 to be paid.

Manager's Items

a) Monument Lighting – A work order will be issued to Radiant Lighting to complete this work as no responses has been received from vendors contacted for this work.

b) Playground Surface Update – All of the contractors who have been contacted for this work have requested and been provided approximate square footage of the playground area. The City of Aurora has also been contacted to determine which vendor they used for this work in their park across the street from the clubhouse.

c) Fence Repair/Replacement along Gun Club – The deposit checks have been issued and work will be scheduled shortly. The Board will be notified when the work will start.

d) Grill/Gas Line Addition on Pool Deck – Ms. Torgerson recommended this work be included in the clubhouse renovation work since no vendor has been willing to provide a proposal.

e) Graffiti/Paint Project – Ms. Torgerson noted that Xcel Energy does not allow for its transformers to be wrapped or painted. It was recommended that Neighborhood Services be contacted to determine if they can assist with recommendations for this

project. Ms. Torgerson also noted that in the City of Centennial, the traffic control boxes are wrapped.

f) Mailbox Replacement – Ms. Torgerson is meeting with Page Specialties to review the scope of work and will report back to the Board at the next meeting.

g) Tollgate Community Park – Restroom- Ms. Torgerson has reached out to the City of Aurora to request vendor names and contact information for the same project completed in their Tollgate park.

h) Tollgate Community Park – Equipment Check Proposals – No proposals have been received to date.

i) Clubhouse Rental Agreement Suggestions – Ms. Torgerson relayed Mr. Carroll’s suggestions regarding rental of the clubhouse to the Board. The Board declined to add any of the suggestions as rental incidents have been far and few between.

j) Shade Structure Proposal – Ms. Torgerson noted a vendor has been on site and should be providing a proposal for the type of permanent shade structure discussed at the May meeting.

k) Social Committee Storage – The Social Committee has requested additional storage room. The Board briefly discussed and indicated they would be willing to have a storage shed near the clubhouse.

l) Tree Survey – The tree survey conducted by Director Martinez was included in the Board packet. There was no comment about this survey.

m) Tollgate Park – Bench and Table Painting – Per Mr. Carroll’s recommendation, proposals will be obtained for painting the benches and tables in Tollgate Park and will include an anti-graffiti lacquer.

#### Director’s Matters

There were no Director Matters to discuss.

#### Adjournment

With no further business to discuss, upon a motion made by Director Martinez, seconded by Director Matise and, upon vote, unanimously carried, the Board adjourned the meeting at 8:36 p.m. The next meeting will be held on Tuesday, July 26, 2022 at 6:30 p.m. at the clubhouse.

Respectfully submitted,



Secretary for the Meeting

