

**MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE  
TOLLGATE CROSSING METROPOLITAN DISTRICT NO. 2  
HELD JULY 25, 2023**

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The regular meeting of the Board of Directors of the Tollgate Crossing Metropolitan District No. 3 was held on Tuesday, July 25, 2023, at 6:30 p.m. via Zoom. The meeting was open to the public.

Attendance

In attendance were the following Directors:

Richard Martinez  
Brian Matise  
Shelly Gregory  
Doug Webb  
Dennis Lawson

Also, in attendance were:

Shannon Torgerson, Goodwin & Company  
Ben Randall and Carlos Esquivel, ColoradoScapes  
Jennifer Thomas, Front Range Recreation

Several constituents were also in attendance.

Call to Order

The meeting was called to order at 6:31 p.m.

Approval of Agenda

After review, upon a motion made by Director Webb, seconded by Director Matise 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.

Public Comment

Emma Perkins was in attendance to discuss progress of the proposed Dog Park with the Board. Feedback was solicited from the community, and it was requested to have shade structures, benches and 2 separate areas for large and small dogs. Questions from other members of the audience were raised about parking, non-constituent use and hours for the proposed facility. Ms. Perkins indicated she had raised about \$1000 due to donations by members of the community and items sold at the garage sale. It was noted that Ms. Perkins has until September 30 for substantial completion of the project.

Concerns were raised about the condition of several streets throughout the District, speeding and stop signs not being adhered to. It was recommended to submit these issues to Access Aurora as they are

maintenance and policing issues that are outside the Districts scope of responsibility.

#### Vendor Matters

##### ColoradoScapes, Inc.

Carlos and Ben reviewed the monthly landscape report, noting 2 of the ET controllers stopped working and were replaced at no charge to the District. In addition, one of the pole lights stopped working and was also replaced. Tree pruning is underway, and the crew is concentrating on edging along all sidewalks. Construction of the Newbridge monument has started however ColoradoScapes is waiting on return contact with Xcel Energy to finalize the electrical to it.

The Board requested that all dead trees be removed as soon as possible, including the trees near the Elementary School that were discussed at the June Board meeting.

Following discussion, upon a motion made by Director Lawson, seconded by Director Webb and, upon vote, unanimously carried, the Board approved proposal 4950 (removal and grinding of all stumps) at a cost of \$8795.28.

Following discussion, upon a motion made by Director Martinez, seconded by Director Gregory and, upon vote, unanimously carried, the Board approved proposal 4793 (mosquito dunks in the detention ponds) at a cost of \$1280.18.

The Board reviewed the water allocation maps provided by the City of Aurora and indicated approval to move forward with the drafting of the water allocation agreement.

Metropolitan District Public Safety Group – There was no update.

Front Range Recreation – Furniture replacement was discussed with Director Matise noting that there likely isn't enough to serve the community for the rest of the swim season.

Following discussion, upon a motion made by Director Webb, seconded by Director Matise and, upon vote, unanimously carried, the Board approved the installation of LED lights in the pool to replace the existing underwater light fixtures at a cost of \$8670.48.

Ms. Thomas indicated that Nicole Rathman has agreed to be a monitor for the pool once school starts from 12 to 4 pm, Monday through Friday. The Board requested she obtain availability from Ms. Rathman and other staff members for September 5 through September 15.

Following discussion, upon a motion made by Director Matise, seconded by Director Webb and, upon vote, the Board approved an expenditure of up to \$2000 for lifeguard appreciation, including a \$100 Amazon gift card for each lifeguard and lunch for the staff.

## Manager's Items

a) Clubhouse Renovations – Ms. Torgerson noted the executed contract has been received and the permit has been approved by the City of Aurora. A timeline for the project has been requested from RE.

The Board determined the couches and outdoor patio furniture. All other furnishings were donated to Emma for the garage sale.

b) Clubhouse Expansion – Following discussion, upon a motion made by Director Webb, seconded by Director Lawson and, upon vote, unanimously carried, the Board approved the scope of work from Charles Taylor for the clubhouse expansion at an estimated cost of \$97,500.

c) Website Update – Directors Webb and Martinez will be working on the website.

b) Mailbox Replacement – Following discussion, upon a motion made by Director Matise, seconded by Director Webb and, upon vote, the Board approved phase 2 of the mailbox replacement project at a cost of \$51,855. It was noted that Phase 1 should start in late summer/early fall and that Phase 2 will follow shortly thereafter. Phase 3 will take place in 2024.

d) Pool Deck Repairs/Concrete Repairs and Additions – The Board reviewed the proposal submitted by AGS for repair of the pool deck and requested additional proposals be obtained.

e) Concrete Repairs/Additions – Proposals have been requested however due to the small size of the anticipated project, additional areas for concrete work are being added to the original scope.

g) Prairie Dog Vegetative Barrier – Director Matise provided the materials in the Board packet regarding a vegetative barrier to keep the prairie dogs out of the yards and the District's common areas.

## Consent Agenda

a) Approval of Minutes from the June 27, 2023 Regular Board Meeting

b) Cash Position Schedule Report.

c) Tax Collection Schedule

d) 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) Review and Accept Unaudited Financial Statements as of June 30, 2023 - Director Matise reviewed the financial statements for the period ended June 30, 2023. Following discussion, upon a motion made by Director Webb, seconded by Director Lawson

and, upon vote, unanimously carried, the Board accepted the financial statements for the period ended June 30, 2023.

b) Review and Ratification of Prior Claims (June 2023)

c) Review and Approval of Claims (July 2023)

Following discussion, upon a motion made by Director Martinez, seconded by Director Webb and, upon vote, unanimously carried, the Board ratified approval of claims paid in June 2023 and approved current claims.

Legal Matters

There were no Legal Matters.

Director's Matters

There were no Director's Matters

Adjournment

With no further business to discuss, upon a motion made by Director Webb, seconded by Director Lawson and, upon vote, unanimously carried, the Board adjourned the meeting at 9:12 pm. The next meeting will be held on Tuesday, August 22, 2023 via Zoom.

Respectfully submitted,



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Secretary for the Meeting






# tcm\_072523 draft minutes\_081823

Final Audit Report

2023-11-13

Created:	2023-11-13
By:	Shannon Torgerson (Shannon.Torgerson@goodwin-co.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAEqshut9-DWnR7LqdPParRZ9guul0eYrj

## "tcm\_072523 draft minutes\_081823" History

-  Document created by Shannon Torgerson (Shannon.Torgerson@goodwin-co.com)  
2023-11-13 - 2:57:07 PM GMT
-  Document emailed to Brian Matise (brian@bkmatise.com) for signature  
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-  Email viewed by Brian Matise (brian@bkmatise.com)  
2023-11-13 - 4:31:18 PM GMT
-  Document e-signed by Brian Matise (brian@bkmatise.com)  
Signature Date: 2023-11-13 - 4:31:33 PM GMT - Time Source: server
-  Agreement completed.  
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