

RECORD OF PROCEEDINGS

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**MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF THE  
TOLLGATE CROSSING METROPOLITAN DISTRICT NO. 2  
HELD AUGUST 22, 2017**

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A regular meeting of the Board of Directors of the Tollgate Crossing Metropolitan District No. 2 was held on Tuesday, August 22, 2017 at 6:30 p.m. at the Tollgate Crossing Community Center, 24625 E. Bellewood Drive, Aurora, Colorado 80016. The meeting was open to the public.

Attendance                      In attendance were the following Directors:

Richard Martinez  
Brian Matise  
Ryan Martin  
Doug Webb

Upon a motion duly made by Director Matise, seconded by Director Martin and, upon vote, unanimously carried, the Board excused absence of Director Gregory.

Also in attendance were:

Cynthia M. Beyer; CliftonLarsonAllen LLP (“CLA”)  
Fernando Lopez; LandTech  
Eli Schlagel; Front Range Recreation  
Pat Mallon; Resident  
Kathy Buttke; Resident  
Anna Aune; Resident

Call to Order                      Director Martinez called the meeting to order at 6:32 p.m.

Approve Agenda                      After review, upon a motion duly made by Director Matise, seconded by Director Martinez and, upon vote, unanimously carried, the Board approved the agenda.

Declaration of  
Quorum/Director  
Qualifications  
and Conflicts  
of Interest

A quorum was declared. There were no new conflicts to be disclosed.

Public Comments                      Pat Mallon addressed the Board and asked if fees would be increased. Director Matise stated the Board would know at the October meeting. Ms. Mallon stated the sprinklers were not watering correctly near Chenango Place.

CONSENT AGENDA

- Review and Approve Minutes of the July 25, 2017 Regular Board Meeting
- Review Cash Position Schedule Report

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- Legal Status Report
- Collections Report
- Ratify Approval of Repairs to Bridge Siding Panel in the amount of \$1,226.60
- Ratify Approval of Clubhouse Repairs in the amount of \$841.08

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

### DISCUSSION AGENDA

#### Vendor Matters

##### A. Front Range Recreation

Mr. Eli Schlagel provided his report. Front Range solicited bids for the kiddie pool and received one reply with a proposal. Front Range also submitted their proposal. The Board reviewed the proposals. The Board directed the District Manager to check the District's procurement policy to determine whether or not the bids need to be published for the kiddie pool.

Pool usage has dropped during the week since school has started, but the weekends are still busy. The residents seem to be enjoying the longer pool hours. Once the pool closes, Front Range will send a closing report to the Board.

##### B. LandTech Contractors, Inc.

- a. Monthly Landscape Report
- b. Weekly Trash and Pet Pickup
- c. Update on Ditch Maintenance
- d. Update on Monuments
- e. Review and Consider Approval of the following proposals
  1. Proposal for Tollage Crossing III Monument in the amount of \$886.00
  2. Proposal for shrub replacement in the amount of \$2,453.00
  3. Native mowing in the amount of \$1,700.00
  4. Replacement of Dead Trees in the amount of \$43,887.00

Mr. Fernando Lopez presented his report to the Board.

Upon review, upon a motion duly made by Director Matise, seconded by Director Martinez and, upon vote, unanimously carried, the Board approved the shrub replacement (main entrances) proposal in the amount of \$2,453.00.

Upon review, upon a motion duly made by Director Matise, seconded by Director Martinez and, upon vote, unanimously carried, the Board approved the Tollgate Crossing III Monument shrub replacement proposal in the amount of \$886.00.

The Board reviewed the native mowing proposal. After reviewing the map, it was determined that the area behind E. Wagon Trail is not a District responsibility, but rather

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it is the responsibility of Xcel Energy. Ms. Beyer will contact the homeowners who had requested the mowing.

Mr. Lopez reviewed the proposal for tree replacement. The Board requested that Mr. Lopez check with LandTech's arborist to determine when is the best time to plant trees, and whether fall or spring is more suitable. The Board inquired as to the warranty on the trees planted in 2016. Ms. Beyer stated that she contacted the nursery that supplied the trees and reported finding that the warranty is linked to the landscaper. The landscaper is out of business and cannot be found.

Mr. Lopez suggested a tour of the property. When arrangements solidified, certain members of the Board and the public will participate in the inspection.

Mr. Lopez stated the dog signs have been installed.

Ms. Mallon asked if the trash could be picked up in the detention pond area. Mr. Lopez indicated his weed technician would be doing another spraying of the weeds in the park and other areas.

Director Martinez read the email from Director Gregory regarding her satisfaction with the monuments. Mr. Lopez stated his crews were raking the monument areas to freshen the mulch and he believed additional mulch would not be needed.

Financial  
Matters

- A. Review and Accept the Unaudited Financial Statements as of July 31, 2017

Director Matise reviewed the unaudited financial statements. After review, upon a motion duly made by Director Webb, seconded by Director Martin and, upon vote, unanimously carried, the Board approved the motion to accept the unaudited financial statements as of July 31, 2017.

- B. Review and Consider Approval of Claims

Director Matise reviewed the claims for the Board.

Upon review, upon a motion duly made by Director Matise, seconded by Director Webb and, upon vote, unanimously carried, the Board approved payment of the current claims, in the amount of \$88,553.56.

Director Matise directed the District Manager to verify that wood screws were used for the roof panels during the recent repair.

Manager's  
Items

- A. Review and Consider Service Master's Proposal for 2018 Housekeeping Services

Ms. Beyer reviewed the Manager's Memo for the Board, including Service Master's 2018 Housekeeping Services proposal for the Board.

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B. Update of Tract A & B Transfer from Oakwood Homes

Mr. Lopez stated earlier during his Landscape Report that LandTech would take over the Tract A and Tract B areas once the outstanding replacement of certain shrubs or trees occurred. The Board requested the District Manager contact Metco to facilitate the completion of Metco's outstanding items.

C. Review Monument Lighting Report

Ms. Beyer reviewed the Monument Lighting Report. The light in the front of the Clubhouse had not yet been replaced. The Board directed the District Manager to hold the check until the light was replaced.

D. B-Monthly Billing Statement Newsletter Insert – Deadline of October 21st

Ms. Beyer reviewed the newsletter with the Board. Ms. Buttke asked if the newsletter could have the email address of the District Manager listed. Ms. Buttke also requested clarification of the arborist information.

Ms. Beyer reviewed the pricing of the District's map. The Board directed the District Manager to have the District map printed, covered with plexiglass, and have it hung at the clubhouse.

Legal  
Matters

A. Update on City of Aurora Land Conveyance – Consider Approval of Master License Agreements with the City of Aurora

Director Matise reviewed the Master License Agreements and indicated revisions would need to be made before the Board can approve.

Directors'  
Matters

A. Update on Tract R, Amended Filing No. 6

Director Matise stated the District is not responsible for the area behind the alley and this area is an HOA responsibility.

B. Other

None.

Confirm Next  
Board Meeting

A. Confirm Quorum for September 26, 2017 Regular Meeting

Quorum was confirmed for the next meeting.

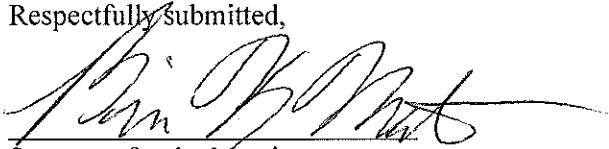
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Adjournment

There being no further business, the Board adjourned the meeting at 8:11 p.m.

Respectfully submitted,



Secretary for the Meeting