

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

OF

HASKINS STATION METROPOLITAN DISTRICT

Held: Tuesday, July 23, 2024 at 6:00 p.m. at the Apex Center (Randall Room), 13150 W. 72<sup>nd</sup> Avenue, Arvada, CO 80005

**ATTENDANCE**

The regular meeting of the Board of Directors of Haskins Station Metropolitan District was called and held in accordance with the applicable laws of the State of Colorado. The following Directors, having confirmed their qualifications to serve, were in attendance:

Christopher Elliott  
Corey Elliott  
Charles R. Hauptman

Directors Christian M. Janke and Matthew Gayda Cavanaugh were absent. All absences are deemed excused unless otherwise noted in these minutes.

Also present were: Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Ashley B. Frisbie and Dan J. Cordova, White Bear Ankele Tanaka & Waldron, District Management; Susie Ellis, Community Preservation Specialists, Inc.; Alyssa Ferreira, CliftonLarsonAllen LLP, District Accountant; Jeff Kutzer, Richmond American Homes; and members of the public.

**Call to Order/Declaration of Quorum**

It was noted that a quorum of the Board was present, and the meeting was called to order.

**Conflicts of Interest Disclosures**

Ms. Frisbie advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Frisbie reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest, if any, were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

## **Approval of Agenda**

Ms. Frisbie presented the Board with the proposed agenda for the meeting. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda as presented.

## **Consent Agenda**

Ms. Frisbie reviewed the items on the consent agenda with the Board. Ms. Frisbie advised the Board that any item may be moved from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the Board unanimously approved, ratified, and/or adopted the following:

- Minutes from April 17, 2024 Regular Meeting;
- First Amendment to 2024 Annual Administrative Resolution;
- 2023 Annual Report;
- Termination of Website Maintenance Services with Heatherly Creative, LLC; and
- Master Services Agreement with Streamline Software, Inc. for Website Accessibility, Remediation, and Maintenance Services.

## **Management Matters**

### **General Update**

Ms. Frisbie provided an update on management matters. Ms. Frisbie reported that residents have been sending complaints and concerns about common area landscaping issues to District management, whom has been forwarding all complaints and concerns to Richmond American Homes (“Richmond”), as the current owning entity that is responsible for the establishment and maintenance of those areas. Ms. Frisbie noted that common area landscape installation is still ongoing and District management is aware that maintenance has generally been unsatisfactory.

Ms. Frisbie reported that District management has been working with the City of Arvada Planning Department to determine if the City of Arvada would be agreeable to modifying the Final Development Plan for the community to allow for the installation of gates in the backyard fencing of some of the single-family homes, and what that process might entail.

### **Update on Covenant Enforcement Matters**

Ms. Ellis provided an update on covenant enforcement matters, noting that a letter for those with trash receptacle violations was sent out with an August 1<sup>st</sup> compliance deadline. Residents from the community voiced their opinions on the enforcement of the

covenants, as related to the storage of trash receptacles outside of the home or garage and requested that the Board consider extending the compliance deadline while alternative solutions are investigated.

Ms. Murphy noted that the recorded Declaration of Covenants, Conditions and Restrictions of Haskins Station (the “CC&Rs”) specifically indicated that trash receptacles are not to be visible and recommended that the Board enforce the CC&Rs as written.

The Board discussed potential options for screening of trash receptacles. Mr. Kutzer noted that any screening structures added to the cut-through areas by the duplex or cityscape units could potentially void any builder drainage warranties.

Following discussion, upon a motion duly made and seconded, the Board unanimously determined to extend the trash receptacle compliance deadline to November 20, 2024, while alternative options are investigated.

Update on Community Garden

Ms. Frisbie provided an update on the community garden, noting that the District has been working with the developer on a proposed design plan and budget. It is anticipated that an update will be available at the November 20, 2024 regular meeting. Ms. Frisbie noted that the Community Garden Committee held its inaugural meeting on June 13, 2024, and that the Community Garden Committee will help with the creation and implementation of the rules and regulations for the garden, as well as the scheduling and assignment of individual garden plots.

Other Management Matters

None.

**Public Comment**

A resident reported that there is cracked concrete on the sidewalks and stairs by the park, and inquired as to why some landscaping has not yet been completed. Mr. Kutzer reported that some landscaping installation was delayed during construction. Mr. Kutzer also reported he is working to ensure landscaping is better maintained and any areas not yet seeded will be seeded in September, as they need to wait until there is anticipated to be regular moisture.

A resident inquired about snow removal and how the snow is stored. Mr. Kutzer noted that he believed the areas of concern are handled by the Haskins Station Owners Association (the “HOA”). Ms. Frisbie noted that the HOA is responsible for snow removal on

the alleyways and the City of Arvada is responsible for snow removal on the streets.

It was noted that maintenance of the tree lawn is the responsibility of the property owner.

A resident inquired as to the status of street repair. Mr. Kutzer noted it is Richmond's responsibility to repair the streets, and that the streets will ultimately be dedicated to the City of Arvada once repaired. Mr. Kutzer also noted that the repair work isn't anticipated to occur until home construction is essentially complete, which should be within the next 6 months.

A resident noted some of the street signs are crooked. Mr. Kutzer noted that Richmond will clean them up.

A resident noted that some breezeways have eroded. Mr. Kutzer noted that Richmond will fix the breezeways, but it will be the responsibility of the District to maintain after the tracts have been transferred to the District for ownership and maintenance.

A resident noted there is a potential drainage issue by the gazebo at the entrance corner. Mr. Kutzer noted that Richmond is working with the City of Arvada on water issues in that area.

Director Hauptman reported that there will be approximately 69 townhomes in Filing No. 2 that are anticipated to be vertical in the next 6 months. The apartments will come afterward, which will be a 3-story building with approximately 140 units.

A resident inquired as to the status of the streetlights. Mr. Kutzer noted that the streetlights are currently on hold due to legal issues with RTD.

## **Legal Matters**

Consider Adoption of Resolution Adopting a Digital Accessibility Policy and Designating a Compliance Officer

Ms. Murphy presented the Board with the Resolution Adopting a Digital Accessibility Policy and Designating a Compliance Officer. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution.

Other Legal Matters

None.

**Financial Matters**

Consider Approval of Claims

Ms. Ferreira presented the Board with the claims. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the claims in the amount of \$57,866.13.

Consider Acceptance of Unaudited Financial Statements

Ms. Ferreira presented the Board with the Unaudited Financial Statements, dated June 30, 2024. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the Unaudited Financial Statements.

Consider Acceptance of 2023 Audit

Ms. Ferreira presented the 2023 Audit to the Board, noting that the filing deadline has been extended to September 30<sup>th</sup>. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the 2023 Audit, subject to final legal review and receipt of a clean opinion from the auditor.

Other Financial Matters

None.


**Other Business**

None.

**Adjournment**

There being no further business to come before the Board, the meeting was adjourned.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

  
Corey Elliott (Sep 26, 2024 12:31 MDT)  
Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 18<sup>th</sup> day of September, 2024.