

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE SMOKY HILL METROPOLITAN DISTRICT HELD JUNE 22, 2020

The Regular Meeting of the Board of Directors (“Board”) of the Smoky Hill Metropolitan District (“District”) was held on Monday, June 22, 2020, at 7:01 p.m., at 5405 South Telluride Street, Centennial, Colorado. Due to the public health concerns the meeting was held virtually via GoToMeeting, with the option of attending in person. Links and call-in information were provided. The meeting was called to order by Chair Stitt.

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### ATTENDANCE

#### Directors in attendance:

Carol Stitt  
Clint Walker  
Mark Sobczak  
Tom Mehl  
Jerry Dionisio

#### Also in attendance (virtual webinar or in person):

David Green, District Accountant  
John Bofenkamp, Operations Manager  
Brandan Sackett, Homeowner  
Ali Vail, Homeowner  
Caryn Winkler, Homeowner  
Lynn Metz, Homeowner  
Sharon Calhoun, Homeowner  
Tammy Matthews, Homeowner  
Kelly Festi, Homeowner  
Carol Larkin, Homeowner  
Donna Koenig, Homeowner  
Rodger Robertson, Homeowner  
Lisa Hilton, Elite Aquatics

### MINUTES

Upon motion duly made by Director Walker, seconded by Director Mehl, and unanimously carried, the Board approved the Minutes of the May 18, 2020 regular meeting.

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### PUBLIC COMMENT

At 7:15 p.m. two residents in attendance left the meeting, after being requested to do so for creating a public disruption.

Ms. Winkler asked about the status of tree trimming. Director Mehl reported that the trimming will begin tomorrow at Big Sandy Park and will continue for about three weeks.

Ms. Winkler asked about the striping of the handicap parking spots in the clubhouse parking lot. Mr. Bofenkamp will call the striping company and make sure we are compliant.

Ms. Calhoun asked about weeds along Tower and Buckley Roads. Director Mehl reported that the weeds have been contracted out and he is planning to follow-up with that contractor.

Ms. Calhoun asked whether the Crestline Park parking lot is still in the works. The issue will be further discussed by the Board and a decision will be made then.

Ms. Calhoun asked about bids and contracts to be discussed at this meeting. Director Mehl stated that each Board member has bids and contracts in the works for various projects, which will be discussed at this meeting.

### FINANCIAL REPORT

The Board reviewed the current financial report. Upon motion duly made by Director Mehl, seconded by Director Sobczak and unanimously carried, the Board accepted the financial report.

Mr. Green will forward information to the Board from the insurance company regarding COVID-19 responsibilities.

### OPERATIONS REPORT

Mr. Bofenkamp reported on general maintenance issues for the District.

### BOARD MEMBER REPORT / POOL LIAISON/POOL PARK / CHAIR STITT

Chair Stitt thanked homeowners for their patience while the Board made necessary arrangements to comply with County and Health Department

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mandates to open the pool. Chair Stitt reminded everyone that the COVID-19 environment is new to everyone, and the Board appreciated everyone's understanding. Chair Stitt reported that the pool has been open for three days, and it appears that social distancing is working well, so more pool patrons may be allowed during each swim session. A suggestion is being considered to open the pool registration a day earlier.

Ms. Hilton, Pool Manager, reported she has only received one complaint so far about the pool. If pool patrons harass the lifeguards or refuse to follow the rules, the Arapahoe County Sheriff's Department will be called. As always, pool privileges can be revoked if harassment continues.

The District owned fence replacement project in five parks will begin in Big Sandy Park in mid-July. Homeowners will be notified in advance and will have temporary fencing installed at no cost to them. The cost of a more substantial temporary fence will be the homeowner's responsibility.

Chair Stitt proposed that the attendance allowed at the pool for each swimming session be increased. Director Sobczak suggested that number be no more than fifty (50). Chair Stitt also proposed that the advance reservation period be changed from one day to two days.

Chair Stitt proposed a no-show policy to allow registered swimmers 15-minutes to sign in after their scheduled pool time, after which the pool staff would be allowed to cancel the reservation and allow others to swim.

Upon motion duly made by Chair Stitt, seconded by Director Sobczak and unanimously carried, the Board approved:

- Attendance at the pool for each swimming session will be increased to no more than fifty (50);
- The advance reservation period for the pool

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attendance will be changed from one day to two days; and

- There will be a no-show policy to allow registered swimmers 15-minutes to sign in after their scheduled pool time, after which the pool staff will be allowed to cancel the reservation and allow others to swim.

### LEGAL REPORT

Director Sobczak distributed Proposed Policies & Procedures for Board Meetings & Conduct with SHMD Employees, which were also read aloud. Upon motion duly made by Director Sobczak, seconded by Director Walker, unanimously carried and subject to attorney approval, the Policies and Procedures were adopted.

Director Walker inquired about hiring an off-duty officer for the Board Meetings. Chair Stitt will check into the cost.

### BOARD MEMBER REPORT SCHEDULING/WEBSITE / CLUBHOUSE DIRECTOR DIONISIO

Director Dionisio reported that there have been security issues at the Clubhouse. Safe System has proposed a security system including card access at three locations. Upon motion duly, seconded by Director Sobczak and unanimously carried, the Board approved the security improvements for an amount not to exceed \$13,000.

Director Dionisio reported that security camera software would be installed on Mr. Bofenkamp's computer.

Director Dionisio reported that the website needs to be updated and email systems need to be fixed.

Director Dionisio has bids for a new website manager. Upon motion duly made by Director Dionisio, seconded by Director Sobczak, and unanimously carried, the Board approved the proposal from One Network Services for cost not to exceed \$700 to build the website and maintenance of \$62.50/month effective June 24.

Director Dionisio requested proposals from CoCal and JBK Landscape to maintain parks and common

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areas including mowing, edging, tree trimming and sprinklers. JBK would not quote the job. Director Walker suggested the item be tabled until further research can be done due to the cost of the work. Upon motion duly made by Director Walker, seconded by Director Sobczak and unanimously carried the item was tabled.

BOARD MEMBER REPORT /  
EMPLOYEE LIAISON /  
DIRECTORS WALKER & MEHL

Director Mehl reported that the tree replacement project is planned for 2021. Type of trees need to be identified. Director Mehl is meeting with an arborist for advice in this area.

BOARD MEMBER REPORT /  
GRANTS/BIG SANDY PARK  
DIRECTOR WALKER

Director Walker reported that there are some dead pine trees at Big Sandy Park. Otherwise, the park is in good shape. The entryway into Big Sandy needs to be cleared.

BOARD MEMBER REPORT /  
BIG ROCK PARK /  
DIRECTOR SOBCZAK

Director Sobczak spoke to Cherry Creek School District grounds director, Doug Bloom, who will spray weeds at Trails West School.

BOARD MEMBER REPORT /  
CRESTLINE PARK /  
DIRECTOR DIONISIO

Upon motion duly made by Director Sobczak, seconded by Director Mehl, and unanimously carried, the parking lot at Crestline Park has been removed from the potential project list.

BOARD MEMBER REPORT /  
GOLD RUSH PARK /  
DIRECTOR MEHL

Director Mehl reported that lighting at Gold Rush Park is working. They are on photo cell and motion sensors.

Director Mehl reported that the benches at Gold Rush Park need to be updated. Upon motion duly made by Director Mehl, seconded by Director Dionisio and unanimously carried, the Board approved the quote for four benches in the total amount of \$4,808 including installation by Star Playgrounds.

Director Mehl received two quotes for mulch at Gold Rush Park. Upon motion duly made by Director Mehl, seconded by Director Sobczak and unanimously carried, the Board approved the replacement of mulch at Gold Rush Park for an amount not to exceed \$12,900.

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BOARD MEMBER REPORT  
CHAIRWOMAN STITT

Chair Stitt reported that the Board is still under state order to keep the maximum attendees at meetings to ten or less. There will be an Arapahoe County town hall conference call Thursday to update.

UNFINISHED BUSINESS  
ADJOURNMENT/NEW BUSINESS/

There being no further business to come before the Board, upon motion duly made by Director Walker, seconded by Director Sobczak and unanimously carried, the meeting was adjourned at 8:55 p.m.

NEXT MEETING

The next meeting of the Board is scheduled for July 27, 2020, at 7:00 p.m. at the regular meeting location.

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Secretary

APPROVED:

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Carol Stitt

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Clint Walker

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Mark Sobczak

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Tom Mehl

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Jerry Dionisio