

CUNDALL FARMS METROPOLITAN DISTRICT
SPECIAL MEETING
via Teleconference
Monday, October 4, 2021 at 5:30 P.M.

David Scott, President/Treasurer	Term to May 2022
Reuben Patrick Maes, Vice President	Term to May 2023
Bradley Mark Nelson, Director	Term to May 2023
Paula Juhrs, Director	Term to May 2023
Darren Fresquez, Secretary	Term to May 2022

This meeting will be held via teleconferencing and can be joined through the directions below:

Link:

<https://us06web.zoom.us/j/88538234382?pwd=a0E3dFBaWnM5dkJ4Y3VZMndaNnBPdz09>

Meeting ID: 885 3823 4382

Passcode: 278912

Call-In Number: 1-720-707-2699

NOTICE OF SPECIAL MEETING AND AGENDA

1. Call to Order
2. Declaration of Quorum/Conflict of Interest Disclosures
3. Approval of Agenda
4. Public Comment - Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per person. Please sign in.
5. Consider Approval of September 7, 2021 Regular Meeting Minutes (**enclosure**) **(5 minutes)**
6. Director Matters **(20 minutes)**
 - a. Update Regarding Lights in the Park
 - b. Update Regarding Asphalt Paving
 - c. Update on Tree Project including Replacement of Trees and Insurance Coverage for New Trees
 - d. Update Regarding Installation of Fence On City of Thornton Property (**enclosure**)
 - e. Update Regarding Acceptance of Underdrain System
 - f. Update Regarding Outstanding Matters with KB Homes
7. Financial Matters **(10 minutes)**
 - a. Consider Ratification of Cash Position and Interim Claims Report (**to be distributed**)

- b. Discussion Regarding the Second Draft of the 2021 Financial Estimates and 2022 Budget
 - c. Other Financial Matters
8. Management Matters **(20 minutes)**
- a. Manager Report (**enclosure**)
 - b. Consider Approval of Independent Contractor Agreement with Schultz Industries for 2022 Snow Removal and Landscape Services (**enclosure**)
 - c. Discussion Regarding Native Grass and Weed Maintenance
 - d. Consider Approval of Proposal from Schultz Industries for Winter Tree Wrap Services (**enclosure**)
 - e. Consider Approval of Proposal from Weed Wranglers for Native Grass Weed Treatment Service (**enclosure**)
 - f. Discussion Regarding Social Committee Volunteer Statement of Interest
 - g. Discussion Regarding Proposals for Grading on Tract D
 - h. Other Management Matters
9. Legal Matters
- a. Discussion Regarding Special Legal Counsel for Foreclosure Matters
 - b. Other Legal Matters
10. Adjourn

MINUTES OF A REGULAR MEETING OF THE BOARD
OF DIRECTORS

OF

CUNDALL FARMS METROPOLITAN DISTRICT

Held: Tuesday, September 7, 2021, at 5:30 p.m. via
Teleconference.

Attendance

A regular meeting of the Board of Directors of the Cundall Farms Metropolitan District was called and held as shown above and in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve on the Board, were in attendance:

David Scott
Reuben Patrick Maes
Bradley Mark Nelson
Paula Juhrs
Darren Fresquez

Also present were Megan J. Murphy, Esq., Erin K. Stutz, Esq., and Daniel J. Cordova, White Bear Ankele Tanaka & Waldron, District General Counsel; Melissa Sykes, Advance HOA Management, Inc., District Manager; and Gigi Pangindian and Alyssa Ferreira, CliftonLarsonAllen LLP, District Accountant.

Call to Order

Director Scott noted that a quorum of the Board was present and called the meeting to order.

**Declaration of Quorum/Director
Qualification/Reaffirmation of
Disclosures**

Ms. Murphy advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Murphy reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest 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. Ms. Murphy inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. 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.

Agenda

The Board reviewed the proposed agenda. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda as amended.

Public Comment

None.

Consent Agenda

Ms. Murphy reviewed the items on the consent agenda with the Board. Ms. Murphy advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and/or adopted:

1. August 3, 2021 Special Meeting Minutes;
2. SavATree, LLV Contract;
3. Santa Claus, LLC d/b/a Santa Bryan Contract;
4. Independent Contractor Agreement with Altitude Athletic Surfaces, LLC for Basketball Court Resurfacing; and
5. Independent Contractor Agreement with Altitude Athletic Surfaces, LLC for Basketball Court Design.

Director Matters

Discussion Regarding White Bear Ankele Tanaka & Waldron Billing

The Board discussed legal fees charged by White Bear Ankele Tanaka & Waldron to provide general counsel legal services to the District. Following discussion, upon a motion duly made and seconded, the Board unanimously approved obtaining proposals for general counsel legal services and authorized Director Nelson and Director Fresquez to form a committee to review responses received.

Discussion Regarding Lights in the Park

Director Fresquez inquired as to the status of installing new LED lights in the park. Ms. Sykes noted that she has contacted the vendor multiple times and has not received an update regarding the materials.

Discussion Regarding Asphalt Paving

Director Fresquez inquired as to the status of asphalt paving in the community. The Board requested that Ms. Sykes contact KB Homes and DINS to obtain the status of asphalt installation and the installation of survey pins that were removed from sidewalks.

Update on Tree Project

Director Fresquez presented a proposal from Tree Farm to replace dead trees and wrap trees. Following discussion, upon a motion duly made and seconded, the Board unanimously approved Director Fresquez to spend no more than \$35,000 to purchase replacement trees, including tree wrap.

Financial Matters

Discussion of 2022 Budget

Ms. Pangindian presented the draft 2022 budget to be adopted by the Board in November.

Consider Ratification of Cash Position and Interim Claims Report

Ms. Pangindian presented the schedule of cash position to the Board. Ms. Pangindian presented claims in the amount of \$104,098.55 to the Board for ratification. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the schedule of cash position and ratified the claims.

Other Financial Matters

Ms. Pangindian presented an accounting of insurance money for tree replacement. Ms. Murphy reminded the Board that the newly installed trees are not on the District's insurance schedule and therefore there is no insurance coverage for these trees at this time. Following discussion, the Board determined to have the newly installed trees added to the District's insurance scheduled by October 31, 2021.

Management Matters

Manager Report

Ms. Sykes reviewed the Manager Report with the Board.

Consider Approval of Dead Tree Replacement

The matter was deferred.

Consider Approval of Independent Contractor Agreement with Schultz Industries for 2022 Snow Removal and Landscape Services

Ms. Sykes presented a proposal from Schultz Industries for 2022 Snow Removal and Landscape Services. No action was taken.

Discussion Regarding Proposals for Grading on Tract D

Ms. Murphy presented status of proposals for Grading on Tract D. Ms. Murphy noted that all three engineering firms have declined to provide a proposal for the work. White Bear Ankele Tanaka & Waldron will continue to request proposals. No action was taken.

Other Management Matters

None.

Executive Session

Upon motion of Director Maes, seconded by Director Scott, and upon an affirmative vote of at least two-thirds of the quorum present, pursuant to § 24-6-402(4)(b), C.R.S., conference with an attorney for the District, the Board convened in executive session at 7:54 P.M. for the purpose of receiving legal advice on specific legal questions related to violations for account 1824473 and pursuant to § 24-6-402(4)(e), C.R.S. determining positions relative to matter that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators related to a fine waiver request for account 1824473.

Pursuant to § 24-6-402(2)(d.5)(II)(B), C.R.S., no record will be kept of the portion of this executive session that, in the opinion of the District's attorney, constitutes privileged attorney-client communication pursuant to § 24-6-402(4)(b), C.R.S.

Also pursuant to § 24-6-402(4), C.R.S., the Board did not adopt any proposed policy, position, resolution, rule, regulation or take formal action during execution session.

Upon motion of Director Scott, seconded by Director Fresquez, the Board reconvened in regular session at 8:08 P.M.

Following discussion, upon a motion duly made and seconded, the Board unanimously agreed to waive all fines and fees for account 1824473.

Legal Matters

Discussion Regarding Acceptance of Underdrain System

Mr. Cordova presented status regarding acceptance of underdrain system. Mr. Cordova noted that he reached out to Jeff French at Atwell, the company that designed the original underdrain system, to provide the engineer letter that is required by the policy. Mr. Cordova relayed that Mr. French might also be able to review the underdrain video provided by KB Homes. Mr. Cordova inquired as to if the District wants a review of existing video, which was recorded in April 2020, or if the District wants new video surveillance. Director Scott noted he prefers a review of existing video. Mr. Cordova noted that he contacted Rocky Mountain Sewer Jet, who said they provided comments to KB Homes. Mr. Cordova has reached out to KB Homes to request the invoice from Rocky Mountain Sewer Jet, noting

KB Homes has not been responsive. The Board directed White Bear Ankele Tanaka & Waldron to continue to work with KB Homes, Atwell, and Rocky Mountain Sewer Jet to obtain documentation for the underdrain system.

Discussion Regarding Outstanding Matters with KB Homes

Ms. Murphy presented outstanding matters with KB Homes. No action was taken.

Discussion Regarding May 2022 Election.

Ms. Murphy informed that Board that there will be three seats on the Board of Directors up for election.

Other Legal Matters

None.

Adjourn

There being no further business to be conducted, the meeting was adjourned.

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

Secretary for the Meeting

The foregoing minutes were approved on the 5th day of October, 2021.

**ATTORNEY STATEMENT
REGARDING PRIVILEGED ATTORNEY-CLIENT COMMUNICATION**

Pursuant to Section § 24-6- 402(4)(b), C.R.S., I attest that, in my capacity as the attorney representing Cundall Farms Metropolitan District, I attended the executive session meeting at a special meeting of Cundall Farms Metropolitan District convened at 7:54 P.M. on September 7, 2021 for the sole purpose of discussing legal questions related to violations for account 1824473 and pursuant to § 24-6-402(4)(e), C.R.S. C.R.S. determining positions relative to matter that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators related to violations for account 1824473. I further attest it is my opinion that all of the executive session discussion constituted a privileged attorney-client communication as provided by Section 24-6-402(4)(b), C.R.S. and, based on that opinion, no further record, written or electronic, was kept or required to be kept pursuant to Section 24-6-402(2)(b), C.R.S. or Section 24-6-402(2)(d.5)(II)(B), C.R.S.

Megan J. Murphy, Esq.

From: [Paula Schulte](#)
To: [Erin K. Stutz](#); [Paul Burkholder](#)
Subject: RE: Cundall Farms MD - City of Thornton Property - Fencing
Date: Wednesday, September 22, 2021 1:40:09 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)

Erin,

Thanks for your patience. At this point, we are not inclined to build a fence. Paul Burkholder, our Deputy Parks & Recreation Director, is copied on this email. Does this request result from an injury in this area? There is a trail light on a photocell adjacent to the trail, so visibility should be good.

Paula

Paula Schulte
Open Space and Project Management
303-255-7844 (O) 720-484-0383 (Cell)
paula.schulte@thorntonco.gov

PLEASE NOTE: MY EMAIL ADDRESS HAS CHANGED

From: Erin K. Stutz <estutz@wbapc.com>
Sent: Tuesday, September 21, 2021 11:29 AM
To: Paula Schulte <Paula.Schulte@thorntonco.gov>
Cc: Megan J. Murphy <mmurphy@wbapc.com>; 'Melissa Sykes' <melissa.sykes@advancehoa.com>; Clint C. Waldron <cwaldron@wbapc.com>
Subject: (External) RE: Cundall Farms MD - City of Thornton Property - Fencing

Hi Paula,

I'm checking in on the progress of this fence issue. Please let me know if you need more information and what the next steps are.

Thank you,

ERIN K. STUTZ

ATTORNEY

WHITE BEAR ANKELE TANAKA & WALDRON
P: 303.858.1800 | F: 303.858.1801 | D: 720.866.8055
estutz@wbapc.com
www.whitebearankele.com

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From: Paula Schulte [<mailto:Paula.Schulte@thorntonco.gov>]
Sent: Wednesday, September 8, 2021 11:38 AM
To: Erin K. Stutz <estutz@wbapc.com>
Cc: Megan J. Murphy <mmurphy@wbapc.com>; 'Melissa Sykes' <melissa.sykes@advancehoa.com>;
Clint C. Waldron <cwaldron@wbapc.com>
Subject: RE: Cundall Farms MD - City of Thornton Property - Fencing

Erin, still working this out.

Paula Schulte
Open Space and Project Management
303-255-7844 (O) 720-484-0383 (Cell)
paula.schulte@thorntonco.gov

PLEASE NOTE: MY EMAIL ADDRESS HAS CHANGED

From: Erin K. Stutz <estutz@wbapc.com>
Sent: Tuesday, August 31, 2021 1:37 PM
To: Paula Schulte <Paula.Schulte@thorntonco.gov>
Cc: Megan J. Murphy <mmurphy@wbapc.com>; 'Melissa Sykes' <melissa.sykes@advancehoa.com>;
Clint C. Waldron <cwaldron@wbapc.com>
Subject: (External) RE: Cundall Farms MD - City of Thornton Property - Fencing

Good Afternoon Paula,
I am following up on our call today. We are hoping to discuss options prior to the next board meeting on September 7th. Please let me know if you need more information and what the next steps are.

Thank you,

ERIN K. STUTZ

ATTORNEY

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From: Erin K. Stutz
Sent: Tuesday, August 24, 2021 4:49 PM
To: 'Paula Schulte' <Paula.Schulte@thorntonco.gov>
Cc: Megan J. Murphy <mmurphy@wbapc.com>; 'Melissa Sykes' <melissa.sykes@advancehoa.com>;

Clint C. Waldron <cwaldron@wbapc.com>

Subject: RE: Cundall Farms MD - City of Thornton Property - Fencing

Good Afternoon Paula,

I am following up on my email below. We are hoping to discuss options prior to the next board meeting on September 7th. Please let me know if you need more information and what the next steps are.

Thank you,

ERIN K. STUTZ

ATTORNEY

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From: Erin K. Stutz

Sent: Tuesday, August 17, 2021 9:06 AM

To: 'Paula Schulte' <Paula.Schulte@thorntonco.gov>

Cc: Megan J. Murphy <mmurphy@wbapc.com>; 'Melissa Sykes' <melissa.sykes@advancehoa.com>; Clint C. Waldron <cwaldron@wbapc.com>

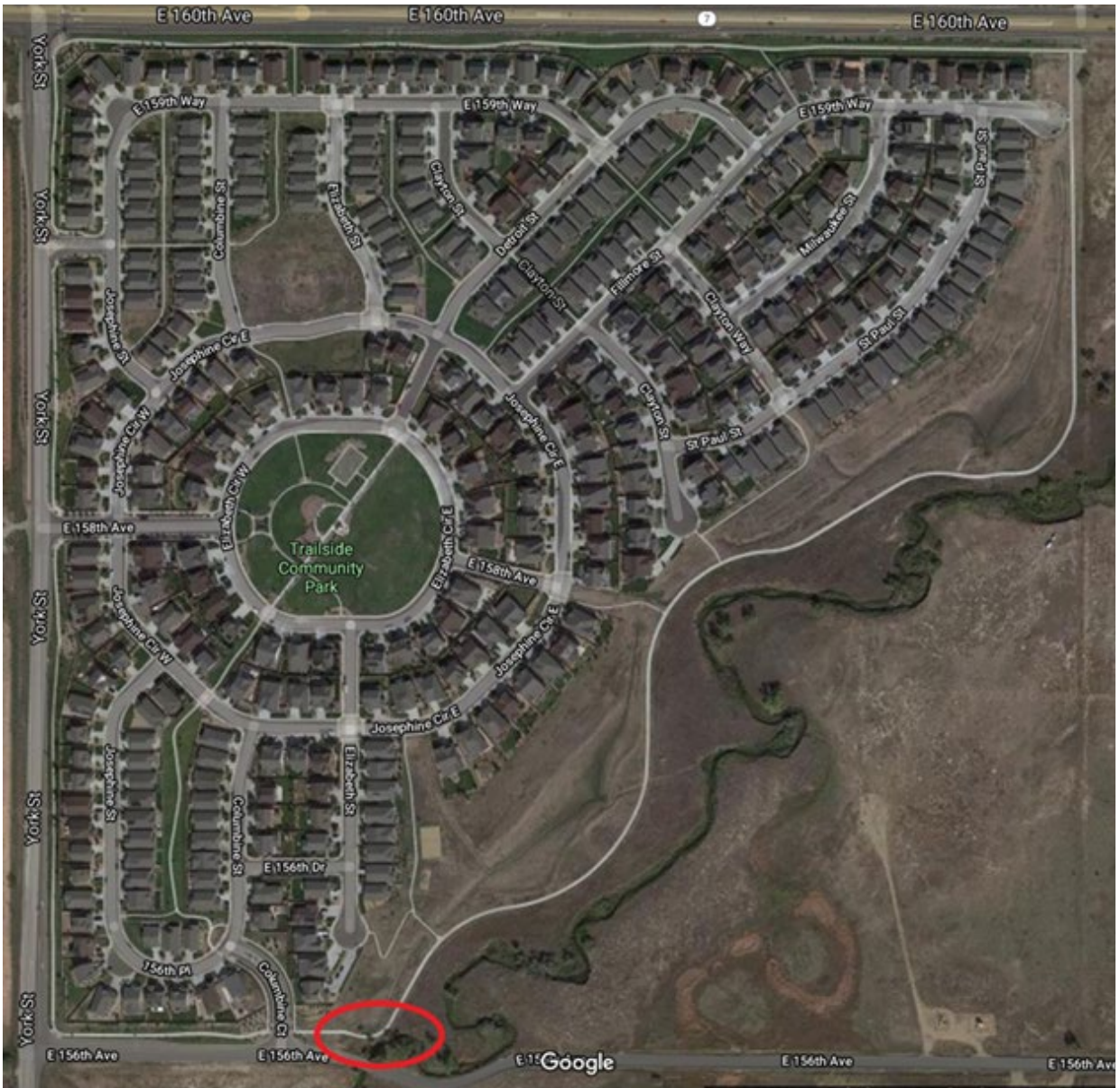
Subject: Cundall Farms MD - City of Thornton Property - Fencing

Good Morning Paula,

I am following up on my recent voicemail. White Bear Ankele Tanaka & Waldron serves as general counsel to Cundall Farms Metropolitan District (the "District"). The District is located on the southeast corner of York Street and Highway 7.

I have been tasked with finding out options for fencing near the narrowest bank of big dry creek on the east side of the community, which is illustrated below. This property is owned by the City of Thornton (the "City"). We want to discuss a solution with the City.

Let me know if you need more information and what the next steps are.





Best,



ERIN K. STUTZ

ATTORNEY

WHITE BEAR ANKELE TANAKA & WALDRON
2154 East Commons Avenue, Suite 2000
Centennial, Colorado 80122

Northern Colorado Office:
748 Whalers Way, Suite D1
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estutz@wbapc.com
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Cundall Farms Metropolitan District
Check List
All Bank Accounts
September 2, 2021 - September 28, 2021

Check Date	Payee	Amount
9/2/2021	CO Smart Landscape	\$ 2,800.00
9/2/2021	CO Smart Landscape	1,500.00
9/24/2021	United Power	57.26
9/24/2021	United Power	40.25
9/24/2021	United Power	36.52
9/24/2021	United Power	32.23
9/24/2021	United Power	29.63
9/24/2021	United Power	23.78
9/24/2021	United Power	23.44
9/24/2021	United Power	23.44
9/24/2021	United Power	22.36
9/28/2021	Advance HOA Management, Inc.	1,500.00
9/28/2021	Backflow Services	679.00
9/28/2021	CO Smart Landscape	3,000.00
9/28/2021	City of Thornton	9,269.79
9/28/2021	City of Thornton	5,723.45
9/28/2021	City of Thornton	2,950.62
9/28/2021	City of Thornton	1,995.45
9/28/2021	City of Thornton	1,842.41
9/28/2021	City of Thornton	1,281.30
9/28/2021	City of Thornton	753.68
9/28/2021	CliftonLarsonAllen	2,500.00
9/28/2021	Paula Jurhs	50.00
9/28/2021	Paula Jurhs	38.32
9/28/2021	Schultz Industries Inc.	5,894.50
9/28/2021	Schultz Industries Inc.	2,131.69
9/28/2021	Schultz Industries Inc.	1,624.67
		<u>\$ 45,823.79</u>

CUNDALL FARMS METRO DISTRICT
SCHEDULE OF CASH POSITION
July 31, 2021
Updated as of September 26, 2021

	<u>General Fund</u>	<u>Operation Fees Fund</u>	<u>Debt Service Fund</u>	<u>Total</u>
<u>1stBank - Checking</u>				
Balance as of 07/31/21	\$ 34,093.70	\$ 46,352.91	\$ 1,289.05	\$ 81,735.66
Subsequent activities:				
08/02/21 VOID Bill.com Check		12,482.80		12,482.80
08/02/21 August Disbursements (Bill.com)	(5,306.65)	(51,792.42)	-	(57,099.07)
08/25/21 United Power	-	(281.59)	-	(281.59)
08/31/21 Transfer from CSAFE	-	50,000.00	-	50,000.00
09/24/21 United Power	-	(288.91)	-	(288.91)
09/27/21 Transfer from CSAFE	-	20,000.00	-	20,000.00
09/28/21 September Disbursements (Bill.com)	(14,301.53)	(75,159.16)	-	(89,460.69)
Anticipated Balance	<u>14,485.52</u>	<u>1,313.63</u>	<u>1,289.05</u>	<u>17,088.20</u>
<u>AdvanceHOA - Checking</u>				
Balance as of 07/31/21	\$ -	\$ 47,705.33	\$ -	\$ 47,705.33
Subsequent activities:				
08/31/21 Operations Fees August	-	18,659.39	-	18,659.39
Anticipated Balance	<u>-</u>	<u>66,364.72</u>	<u>-</u>	<u>66,364.72</u>
<u>CSAFE - Savings</u>				
Balance as of 07/31/21	\$ 122,242.64	\$ 243,696.35	\$ 324,680.48	\$ 690,619.47
Subsequent activities:				
08/10/21 July Property/SO Taxes	1,590.99	-	7,954.91	9,545.90
08/31/21 Transfer to FirstBank	-	(50,000.00)	-	(50,000.00)
08/31/21 Interest Income	1.63	3.24	4.32	9.19
09/10/21 August Property/SO Taxes	1,773.91	-	8,869.52	10,643.43
09/27/21 Transfer to FirstBank	-	(20,000.00)	-	(20,000.00)
Anticipated Balance	<u>125,609.17</u>	<u>173,699.59</u>	<u>341,509.23</u>	<u>640,817.99</u>
<u>BBVA Loan Payment Fund Series 2021A-1</u>				
Balance as of 07/31/21	\$ -	\$ -	\$ 202,721.46	\$ 202,721.46
Anticipated Balance	<u>-</u>	<u>-</u>	<u>202,721.46</u>	<u>202,721.46</u>
<u>BBVA Reserve Fund Series 2021A-1</u>				
Balance as of 07/31/21	\$ -	\$ -	\$ 437,333.66	\$ 437,333.66
Anticipated Balance	<u>-</u>	<u>-</u>	<u>437,333.66</u>	<u>437,333.66</u>
Total Anticipated Balance	<u>\$ 140,094.69</u>	<u>\$ 241,377.94</u>	<u>\$ 982,853.40</u>	<u>\$ 1,364,326.03</u>
Reserve for Tree Replacements		<u>\$ 364.53</u>		

Yield Information at 08/31/21

CSAFE: 0.02%

MANAGEMENT REPORT

Report Date: **October, 2021**

Community: **Cundall Farms Metro District**

Community Website: <https://cfmd.co/>

<p>Meetings Schedule: Monthly – First Tuesday</p> <p>Operations Fee: \$47.00/month</p>	<p>Board term: 5 members</p> <p><u>Vice President Term Expires 5/2023:</u> Reuben Maes: reuben.maes@cfmd.co</p> <p><u>Member at Large Term Expires 5/2023:</u> Bradley Nelson bnelsonco158@gmail.com</p> <p><u>Secretary Term Expires 5/2022:</u> Darren Fresquez darrendfresquez@msn.com</p> <p><u>Director at Large Term Expires 5/2022:</u> Paula Juhrs</p> <p><u>President/Treasurer Term Expires 5/2022:</u> David Scott david@cfmd.co</p>
<p>Insurance: Expires 12/31/2021</p>	<p>Total Units: 362</p>
<p>District Services: Trash, Common Area Landscape Maintenance, Snow Removal on common area sidewalks, Pet Stations</p>	<p>Dates to Note: Irrigation turn on: April 15, 2021</p>

Design Reviews: Reuben Maes (BOD) and Judy Poor and David Stribling (homeowners) will be reviewer with assistance of Advance as of 8/3/21.

KB Homes/City of Thornton concrete project contacts:

DINS Services – contractor: admin@dinsservices.com

PM – Andy Laycock: andy@ascentld.com; 970-556-5858

KB Homes - Morris Barbera: mbarbera@kbhome.com; 303-232-1130

Current Projects / Action Items

PROJECT	STATUS
<p>Grading in Open Space on East end of Saint Paul St homes</p>	<p>5/13: Received email from owner at 15932 Saint Paul St about standing water in open space behind home. Sent to Schultz for review and repair advice.</p> <p>5/19: Received email from Schultz about open space. Needs civil plans.</p> <p>5/24: Sent plans to Schultz, needs regraded to comply with plans.</p> <p>7/2: To be discuss at July Board meeting.</p> <p>7/12: Megan to obtain proposals for costs of engineer report.</p> <p>8/3: Obtain proposals from engineers for cost of report.</p> <p>9/7: Megan advised vendors declined to work on this project due to not having availability.</p>
<p>Playground Inspection</p>	<p>1/5: Need proposals for 2021 playground inspections.</p> <p>1/6: Megan Murphy provided contacts for Colorado Playground Inspections LLC and Playground Safety Solutions. Melissa requested proposals from Playground Inspections LLC, left VM for Playground Safety Solutions.</p> <p>1/13: Received call back from Playground Safety Solutions. Sent email with community park location information and community map for proposal. Proposal received.</p> <p>2/5: Playground Safety Solutions - Requested updated proposal for contract cost for 4 or more inspections per year, detailed information on what exactly is done for the inspection and what the current inspection standards are now. Second proposal request from Rocky Mountain Playground Services.</p> <p>2/24: RMPS provided email with addl info. and agreement.</p> <p>3/2: Playground Solutions can do impact testing, recommends 1 inspection per year.</p>
<p>Irrigation</p>	<p>Need to obtain proposals for irrigation audit?</p> <p>1/5: Melissa to meet with Schultz/DINS in Spring for necessary irrigation repairs needed due to concrete work that was completed.</p> <p>Megan Murphy with WBA to provide contacts to Melissa for irrigation smart system proposals.</p> <p>1/6: Megan provided contact information for ET Irrigation; proposal requested. Melissa requested recommendations from Schultz.</p> <p>2/4: Received proposal from ET Irrigation for irrigation assessment.</p> <p>2/23: Contacted Irv with Aqua Corp to discuss project. Sent maps/specs for his review.</p> <p>3/2: BOD approved assessment with ET Irrigation.</p> <p>3/8: Received proposal with signature line.</p> <p>4/27: Emailed ET Irrigation on status of report, not available for May meeting but will be for June.</p> <p>6/4: Irrigation report not yet provided by ET Irrigation.</p>

<p>Electrical Outlet at Entry</p>	<p>2/22: The Social Committee has requested status of adding electrical outlets at the entry for additional holiday lighting: In the past it has been proposed to get electricity at the Trailside Sign on the corner of Hwy 7 and York, which would be used to decorate for the holidays. We are proud of our neighborhood and would like the opportunity like so many neighborhoods around us to decorate for the holidays. Can you let our committee know what the status of this request is?</p> <p>3/2: Megan to provide Melissa with RFP from prior proposal to send out for new proposals.</p> <p>4/23: Received prior proposal from Thunderbird Lighting from Megan. Reached out to Thunderbird Lighting, Radiant Lighting and Skyline Lighting & Electrical for park light repairs and monument entry outlet for holiday lighting.</p> <p>5/4: Heard from Skyline Lighting to set up meeting for walk of community lights for proposal.</p> <p>5/5: Met with Skyline Lighting for repair proposal.</p> <p>5/13: Sent main park lighting plans to Skyline Electrical for review.</p> <p>5/14: Requested pole lights at park and along path be fixed.</p> <p>5/18: Requested COI and W9 for Skyline Lighting for repairs to park pole lights.</p> <p>5/24: Received COI and W9 for Skyline.</p> <p>5/25: Requested repairs of park and path pole lights from Skyline.</p> <p>5/25: Heard back from Radiant Lighting: to provide estimate they need an NTE for investigation to locate source with suggestions to replace with LED.</p> <p>6/8: Requested update on repairs from Skyline.</p> <p>6/8: New vendor selected by BOD at meeting: Blue Star Energy.</p> <p>6/15: Moved to Lightning Mobile Electric due to unavailability for Blue Star Electric.</p> <p>6/23: Received signed contract from Lightning Mobile Electric. Requested timeline for completion.</p> <p>7/2: Requested update on ETA for repairs. From Mark: <i>I received our bid from Alyssa to sign it digitally. We need to have that signed by one of your representatives and we can order materials.</i></p> <p><i>We will be sending a truck out early next week to verify the base of the lamps, (medium or mogul), that are currently installed as this is unknown as of now. Once we verify, we will order the materials and return once they arrive to install. I will make sure to keep you in the loop with lead time on materials once ordered. We can schedule within a couple of days after receiving the material.</i></p> <p>7/12: Requested update.</p> <p>7/14: From contractor: <i>I went ahead and ordered the materials. They should be here by the end of the week hopefully. Our manufacturer has not issued tracking on parts as of yet</i></p> <p>7/28: Requested status from Mark.</p> <p>8/30: Sent email and left VM requesting an update. Mark called back. Tracking shows materials to arrive by the end of this week, install after Labor Day.</p> <p>9/7: Req'd update.</p> <p>9/21: Req'd update.</p> <p>9/24: Req'd update.</p>
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Tree Claim	<p>5/24: Received update from Darren for phase 1-3: <u>Phase 1</u> 1st green Colorado to plant thirteen large pine trees, ranging from fifteen feet to eleven feet tall. <u>Phase 2</u> Tree Farm, replacing 170 dead trees thought the subdivision. <u>Phase 3</u> James's nursery, purchase will add an additional 95 trees and 20 grasses. Spices and size are contained in the order acknowledgement pricing attachment. Need to get payment issued to secure product. This is a wholesale purchase with whole sale pricing. 5/25: Received phase three planting plan. 6/3: Emailed Darren to ask about pile of dirt at well site, he is aware and has two options for Board review. 7/2: Project continues to move forward. Next step is shrub replacements.</p>
Landscape	<p>2021 landscape season questions/comments/concerns from the Board/Owners: None yet. 4/12: Schultz is going to activate irrigation for inspection and repairs on 4/15, weather permitting.</p>
Trailside Patio Homes HOA Board	<p>8/17: Reuben would like to close the communication gap between the Metro District and the Patio Home Board. I asked Adam Thompson to provide me with the contact information for the manager for the Patio homes as Metco maintains the landscaping, contact provided: Denise Haas@ 5150 Community Management; 720-961-5150; denise@5150cm.com 10/8: David sent email to Board regarding conversation with Denise at 5150. I provided contact information for two Board members to Kathy.</p>

Current Contracts

Service	Company	Rate	Expiration	Termination Clause
Audit / Tax Prep			annual engagement	n/a
Insurance	McGriff, Seibels & Williams, Inc.		12/31/2022	n/a
Landscaping	Schultz		12/31/2021	30 days
Pet Waste Removal	Schultz		12/31/2021	
Snow Removal	Schultz		05/31/2021	30 days
Trash Removal	City of Thornton	Billed to Homeowners through their utility billing	None	N/A
Legal Services	White Bear Ankele Tanka & Waldron			
Management	Advance HOA Management	\$1500 / month	Auto renew	30 days
Accounting	Clifton Larson Allen LLP			

EXHIBIT B

COMPENSATION SCHEDULE

COST FOR LANDSCAPING SERVICES

Contractor shall perform all landscaping Services for a total annual cost of **\$70,734.00**, which shall be billed in twelve equal installments of \$5,894.50.

ADDITIONAL HOURLY LABOR RATES

Additional Hourly Labor Rates are set forth below, which shall be charged for work outside the scope of this Agreement:

General Labor (Hourly)	\$45.00
Supervisor (Hourly)	\$60.00
Irrigation Tech (Hourly)	\$65.00
Emergency Request (Per)	\$130.00/hour
Certified Master Arborist (Hourly)	\$75.00
Certified Landscape Technician (Hourly)	\$60.00
Qualified Pesticide Applicator	\$65.00
ISA Certified Arborist – Inspections	\$75.00
Native mowing (Hourly)	\$85.00

SNOW REMOVAL RATES

Truck with plow	\$105.00/hour
ATV with plow	\$95.00/hour
Hand Shovel	\$60.00 ^{\$65} hour
Ice Melt Application	\$60.00 ^{\$65} hour
Ice Melt Material	\$0.60 ^{\$0.75} per pound
1 yard loader	\$175.00 per hour
Ice Slicer Application	\$125.00 per hour
Ice Sliver Material	\$195.00 per ton

Appendix G

BID PROPOSAL COST FORM

TO: Cundall Farms Metropolitan District
 c/o Melissa Sykes, Community Manager
 3600 S. Yosemite St, Suite 400
 Denver, CO 80237

FOR: Landscaping Maintenance Services
 Cundall Farms Metropolitan District
 Thornton, CO 80206

DATE: 8/10/2021

FROM: SCHULTZ INDUSTRIES, INC.
13451 WEST 43RD DRIVE
GOLDEN, CO 80403

In compliance with the Instructions to Bidders & Conditions of Bid; and subject to all conditions thereof, the undersigned offers and agrees to furnish the labor and materials and to complete work and supply the materials called for by the project specifications herein for the annual amount of: SEVENTY THREE THOUSAND, FIVE HUNDRED **Dollars (\$73,500.00)**

Each Bidder must provide a break out of costs as follows:

Service	Amount Occurs	Total Price
Weekly Mowing	26	\$ 24,828.00
Bi-Weekly Edging	13	\$ 1,432.00
Weekly Weed Control	26	\$ 1,286.00
Native mowing	3	\$ 4,553.00
Spring Aeration	1	\$ 881.00
Fertilization/Weed Control	3	\$ 10,134.00
Shrub Prune – Spring	1	\$ 5,288.00
Shrub Prune – Fall	1	\$ 2,644.00
Tree Pruning	1	\$ 1,641.00
Tree Rings	1	\$ 805.00
Spring Clean-Up	1	\$ 1,762.00
Fall Clean-Up	2	\$ 4,554.00
Irrigation System Activation	1	\$ 624.00
Irrigation System Winterization	1	\$ 999.00
Weekly Irrigation System Inspections	26	\$ 8,250.00
Litter pick up – landscaped areas including pet waste stations	52	\$ 3,819.00

TOTAL CONTRACT AMOUNT:	\$ 73,500.00
Monthly Payment Amount 12 Months	\$ 6,125.00

Additional Hourly Labor Rates

General Labor (Hourly)	\$ 45.00
Supervisor (Hourly)	\$ 60.00
Irrigation Tech (Hourly)	\$ 65.00
Emergency Request (Per)	\$ 130.00 / HR.
Certified Master Arborist (Hourly)	\$ 75.00
Certified Landscape Technician (Hourly)	\$ 60.00
Qualified Pesticide Applicator	\$ 65.00
ISA Certified Arborist – Inspections	\$ 75.00
Native Mowing (Hourly)	\$ 85.00

I (we), the undersigned, hereby declare that I am (we are) the only person(s) interested in this proposal: that this proposal is made without directly or indirectly influencing or attempting to influence any other person or corporation to bid or to refrain from bidding or to influence the amount of the bid of any other person or corporation: that this proposal is made in good faith without collusion or connection with any other person bidding for the same work; and that this proposal is made with distinct reference and relation to the plans and specifications prepared for this contract.

I (we) further declare that in regard to the conditions affecting the work to be done and the labor and materials needed, this proposal is based solely on my (our) own investigation and research and not in reliance upon any representations of any employee, officer or agent of the State.

By: 

Title: GENERAL MANAGER

Company: SCHULTZ INDUSTRIES, INC.

Proposal

August 20, 2021

Submitted To: Cundall Farms
c/o Advance HOA
PO BOX 370390
Denver CO 80237



Project: Cundall Farms, 2021 Tree Wrap
15791 Josephine Cir Ice West

Scope

We propose to furnish the following scope of work to complete the above mentioned project:

Wrapping of trunks for certain trees should be done from late October through mid April. The point of tree wrapping is to prevent "sunscale". Sunscale occurs on cold, yet sunny winter days. The sun warms the trunk tissues during the daylight hours. This causes the tissue to become warmer and slightly active. Then as the sun sets, the sudden temperature drop causes rapid cooling of the trunk tissue, killing it on the southwest side of the trunk. If you've ever seen a strip of dead bark on the southwest side of a tree trunk, this is sunscale. This damage is not only unsightly but can lead to a host of long term health problems for the tree, including decay and insect infestation. Tree wrap insulates and reflects the heat from the sun, thus keeping the trunk cool the entire time.

Not all trees have to be wrapped. Certain species such as hackberry, hawthorn, aspen and some others have bark that resists sunscale and don't require wrapping. Other trees that are well established and large enough also don't need to be wrapped.

This price also includes removing the tree wrap in April.

2021 Tree Wrap	At a cost of	3,086.96	<u>Initial</u>
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Terms & Conditions

Proposal may be withdrawn if not accepted within 30 days of issue date

All plant installations come with a 1 year warranty, provided the maintenance is provided by Schultz Industries, Inc.

Unless specifically included in the above specs, all necessary irrigation work required with this task will be billed on a time and material basis at a rate of \$65.00 per hour or your current contract rate.

Upon acceptance, please sign and return this proposal

By: Joshua J. Schultz 8/20/2021 Accepted: _____
Schultz Industries, Inc. Date Cundall Farms Date

Melissa Sykes

From: Weed Wranglers <ww@weedwranglers.com>
Sent: Wednesday, September 22, 2021 9:21 AM
To: Melissa Sykes
Subject: Cundall Farms

To spray approximately 22 acres of native area for weeds like koshia, curly dock, canada thistle seen at this property the cost would be \$3,125 per application. It looks like this area gets mowed a couple times. A weed spray after mowing would be good timing to get good results.

Please call if you have any questions or would like to schedule this service.

Thank you
David Duncan

Weed Wranglers

7070 W 117th Ave, Suite D ★ Broomfield, CO 80020

Office 303.798.4090 ★ weedwranglers.com

Have Feedback? [Click here to leave us a review](#)