

SPECIAL MEETING ESTANCIA METROPOLITAN DISTRICT

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Health and Environment, and the threat posed by the COVID-19 coronavirus, this meeting will be held via teleconferencing and can be joined through the directions below:

<https://zoom.us/j/99795047437?pwd=d3V3cGRDMStzN0k3SW5MUmVSNldqQT09>

Meeting ID: 997 9504 7437
Password: 858077
Call-in Number: 1-669-900-9128

Wednesday, October 14, 2020
1:00 P.M.

Harvey Alpert, President	Term to May 2023
Carol Bransfield, Secretary/Treasurer	Term to May 2023
Rodney Alpert, Assistant Secretary	Term to May 2023
Kevin T.K. Sullivan, Assistant Secretary	Term to May 2022
Jason Dassinger, Assistant Secretary	Term to May 2022

AGENDA

1. **ADMINISTRATIVE MATTERS**
 - a. Call to Order
 - b. Declaration of Quorum and Confirmation of Director Qualifications
 - c. Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest
 - d. Approval of Agenda

2. **PUBLIC COMMENT** (Items Not on the Agenda)

3. **CONSENT AGENDA ITEMS** (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event the item will be removed from the Consent Agenda and considered in the regular agenda. **Enclosures included in electronic packets only; hard copies available upon request.**)
 - a. Approval of Minutes from August 3, 2020 Special Meeting (**enclosure**)
 - b. Adoption of Resolution No. 2020-10-01: Annual Administrative Resolution (**enclosure**)
 - c. Approval of Twelfth Amendment to Funding and Reimbursement Agreement with Estancia 80, LLC and Issuance of Promissory Note to Estancia 80, LLC (**enclosures**)
 - d. Ratification and Approval of Payment of Claims (October 1, 2019 – October 14, 2020) (\$_____) (**to be distributed**)
 - e. Ratification of Payment of Operations Claims (November 1, 2019 – August 14, 2020) (\$34,010.91) (**enclosure**)
 - f. Acceptance of Unaudited Financial Statements as of August 31, 2020 (**enclosure**)
 - g. Ratification of Addendum No. 1 to Independent Contractor Agreement with Rocky Mountain Sign Design & Print, LLC for 2020 Holiday Lights (\$816) (**enclosure**)

- h. Ratification of Addendum No. 2 to Independent Contractor Agreement with Rocky Mountain Sign Design & Print, LLC for Additional Garland (\$159.90) (**enclosure**)
- i. Approval of Independent Contractor Agreement with Keesen Landscape Management for Snow Removal Services for 2020-2021 Winter Season (**enclosure**)
- j. Approval of Independent Contractor Agreement with Keesen Landscape Management for Landscape Maintenance Services for 2021 (**enclosure**)
- k. Approval of First Addendum to Independent Contractor Agreement with Keesen for Landscape Maintenance Services for Plant Health Care (\$960.50) (**enclosure**)
- l. Approval and Renewal of Consultant Agreements for 2021 Services (no changes in scope or fees):
 - i. Simmons & Wheeler, P.C. for Accounting Services
 - ii. WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, for General Counsel and Management Services
 - iii. Todd Companies, Inc., for Septic System Inspection and Reporting Services
 - iv. Church Onsite Wastewater Consultants, LLC for Onsite Wastewater Treatment Engineering Services
 - v. Sterling Design Associates, LLC for Architectural Design Review Services

4. FINANCIAL MATTERS

- a. Conduct Public Hearing on 2021 Budget and Adoption of Resolution No. 2020-10-02: Adopting Budget, Imposing Mill Levy and Appropriating Funds (**enclosure**)

5. LEGAL MATTERS

- a.

6. DISTRICT MANAGER MATTERS (Enclosure – Management Report)

- a. General Update
- b. Discuss Composition of Design Review Committee
- c. Consider Approval of Owner Appeal to DRC Response for Exterior Home Improvements for Account Number 22710036 (**to be distributed**)
- d. Consider Approval of Xpress Bill Pay to Electronically Process Operations Fee (**enclosure**)
- e. Discuss District Website
- f. Discuss Painting of Community Mailboxes by Harpster Maintenance Services Inc. and Review Proposal for Same (**enclosure**)
- g. Discuss Installation of Mail Kiosk Structure

7. COVENANT ENFORCEMENT AND COLLECTIONS MATTERS

- a. General Update from Manager
- b. Discuss Status of Collection Accounts

8. OTHER BUSINESS

- a. Next Regular Meeting - October 13, 2021, at 1:00 P.M. (2022 Budget Hearing)

9. ADJOURNMENT