

# NOTICE OF SPECIAL MEETING & AGENDA ESTANCIA METROPOLITAN DISTRICT

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

<https://us06web.zoom.us/j/88016639935?pwd=YVIUbGk2bXA4QlY0Z0lFQThObzBHUT09>

Meeting ID: 880 1663 9935  
Passcode: 684360  
Call-In Number: 1-720-707-2699

Wednesday, October 13, 2021  
1:00 P.M.

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Harvey Alpert, President	Term to May 2023
Rodney Alpert, Assistant Secretary	Term to May 2023
Jason Dassinger, Assistant Secretary	Term to May 2022
VACANT	Term to May 2022
VACANT	Term to May 2023

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## 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. **DIRECTORS' MATTERS**
  - a. Acknowledge Resignations of Directors Kevin T.K. Sullivan and Carol Bransfield
  - b. Consider Election of Officers
3. **PUBLIC COMMENT** (Items not on the Agenda; Comments limited to three minutes per person)
4. **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 February 24, 2021 Special Meeting (**enclosure**)
  - b. Ratification of Payment of Claims as of October 13, 2021 (\$103,274.05) (**enclosure**)
  - c. Approval of Payment of Additional Claims as of October 13, 2021 (\$\_\_\_\_\_) (**to be distributed, if any**)
  - d. Acceptance of Unaudited Financial Statements as of August 31, 2021 (**to be distributed**)
  - e. Adoption of Resolution No. 2021-10-01: Annual Administrative Resolution (**enclosure**)
  - f. Approval of Thirteenth Amendment to Funding and Reimbursement Agreement with Estancia 80, LLC and Issuance of Promissory Note to Estancia 80, LLC (**enclosures**)
  - g. Ratification of Engagement of Winzenburg, Leff, Purvis & Payne, LLP as Special Counsel to Provide Covenant Enforcement Services (**enclosure**)

- h. Ratification of Addendum No. 3 to Independent Contractor Agreement with Rocky Mountain Sign Design & Print, LLC for 2021 Holiday Lights (\$897.60) (**enclosure**)
- i. Approval of Independent Contractor Agreement with Keesen Landscape Management, Inc. (“Keesen”) for Snow Removal Services for 2021-2022 Winter Season (**enclosure**)
- j. Approval of Independent Contractor Agreement with Keesen for Landscape Maintenance Services for 2022 (**to be distributed**)
- k. Approval of Addendum No. 1 to Independent Contractor Agreement with Keesen for 2022 Landscape Maintenance Services for Plant Health Care (\$1,014.76) (**enclosure**)
- l. Approval and Renewal of Consultant Agreements for 2022 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
  - vi. Rocky Mountain Sign Design & Print, LLC for Holiday Lighting Services
  - vii. Waste Management of Colorado for Trash Removal Services

**5. FINANCIAL MATTERS**

- a. Conduct Public Hearing on 2022 Budget and Adoption of Resolution No. 2021-10-02: Adopting Budget, Imposing Mill Levy and Appropriating Funds (**enclosure**)

**6. LEGAL MATTERS**

- a. Consider Approval of Engagement of Spencer Fane LLP as Special Counsel to Provide Foreclosure Services (**enclosure**)

**7. DISTRICT MANAGER MATTERS (Enclosure – Management Report)**

- a. General Update
- b. Discuss Composition of Design Review Committee
- c. Consider Adoption of Resolution No. 2021-10-03: Resolution of Board of Directors Calling Election (**enclosure**)
- d. Consider Approval of Addendum No. 4 to Independent Contractor Agreement for 2021 Landscape Maintenance Services with Keesen for Tree and Tree Stake Removal (\$535.00) (**enclosure**)
- e. Discuss District Website
  - i. Review and Consider Approval of Proposal from Heatherly Creative, LLC for Website Design and Maintenance Services (**enclosure**)

**8. COVENANT ENFORCEMENT AND COLLECTIONS MATTERS**

- a. General Update from Manager
- b. Consider Approval of Amended and Restated Community Design Standards (**to be distributed**)
- c. Discuss Status of Collection Accounts

**9. OTHER BUSINESS**

- a. Next Regular Meeting - October 12, 2022, at 1:00 P.M. (2023 Budget Hearing)

**10. ADJOURNMENT**