

LUPTON VILLAGE RESIDENTIAL METROPOLITAN DISTRICT
Regular Board Meeting Minutes

Meeting Date: Thursday, June 12, 2025
Meeting Time: 5:31 pm to 8:00 pm
Meeting Location: Online at https://meet.goto.com/district_meeting_room_04

I. Roll Call (5:31 pm)

A meeting of the Board of Directors of the Lupton Village Residential Metropolitan District (District) was called and held as shown above and in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualification to serve on the Board, were in attendance:

Directors	Office	Attendance
Jeana Hughes	President	Present
Jordan Wipf	Treasurer	Present
Bradly Kaatz	Secretary	Present
Martina Varela	Director	Present
Lauren Morrison	Director	Present

Other individuals attending the meeting was District Manager Jessica Reynolds (Wolfersberger, LLC) and District’s Legal Counsel, Joe Kinlaw (Folkestad Fazekas Barrick & Patoile); District’s landscaping contractor, Nick Dohman and Jared Ospina(Tend-It) and the following homeowners: Douglas Bacon (503 Rollie #12B), Henry Krichbaum (500 S Denver #11B), Christina Borrego (422 Beckwourth Ave) and Andre Quintana (503 S Rollie Ave # 12C).

II. Declaration of quorum

The District Manager noted that a quorum of the Board was present and the Directors confirmed their qualifications to serve. Director Hughes, therefore, called the meeting of the Board of Directors of the District to order.

III. Present disclosures of potential conflicts of interest

The Board reviewed the agenda for the meeting, following which Director Hughes, Director Kaatz, Director Varela and Director Morrison affirmed that they had no conflicts of interest with the business to be discussed and conducted at the meeting.

IV. Administrative Matters

1. Approval of meeting agenda: The Board reviewed the meeting agenda. The District Manager requested the agenda to be amended adding landscaping quotes and review of the 2024 financial audit to the meeting agenda. Director Hughes motioned to approve the agenda as amended. Director Kaatz seconded the motion and the Board voted 4-0 to approve the motion.

V. Landscaping Maintenance

Mr. Dohman updated the Board on current landscaping issues. Native mowing was completed as scheduled. Mr. Dohman reviewed the submitted quotes for the tree replacements and Rollie Corner landscaping enhancement project. The District's scheduled day for maintenance is Thursdays of each week.

VI. Administrative Matters Continued

2. Review and consider May 09, 2025 board meeting minutes: The Board reviewed the May 09, 2025 board meeting minutes. Director Kaatz motioned to approve the minutes as presented. Director Hughes seconded the motion and the Board voted 4-0 in favor of the motion.
3. Status update – Parking Tags: The District Manager reported that the Parking Enforcement Policy had completed its legal review and would be sent to Director Hughes to sign. This now allows the issuance of parking tags as the Board had requested. Parking tags will be mailed to homeowners next week to all residents at the Rollie Ave townhomes.
4. Status update – Parking Enforcement Services (Park It Right). The District Manager reported to the Board that parking enforcement services will be scheduled to begin Monday, July 14, 2025. After discussing the parking issue with Ft. Lupton Police Department, they discouraged the use of booting in the Fire Lane designated areas of the community, specifically the shared driveways of the townhomes and instead requested the police be called to issue a citation.

Action item 01 – The District Manager will email blast the parking enforcement policy to the community prior to Park It Right services begins.

Director Wipf joined the meeting at 6:37pm.

5. Board discussion about adding a sub-district. The District Manager presented to the Board an option to form a sub-district for the townhome areas of the District to allow the Subdistrict to fund such additional services the town homes receive (landscaping, snow removal and trash removal) from property tax assessments rather than service fees. After discussion, the Board requested additional information to be prepared and presented for approval at the August meeting.

Director Wipf left the meeting at 6:59pm.

VII. Public Comments:

Ms. Borrego asked about the frequency of native mowing.

Mr. Krichbaum expressed his support of the formation of a sub-district to fund the specific services received by the town home communities.

Mr. Bacon expressed his opposition to the formation of a sub-district.

VIII. Director Matters:

Director Kaatz requested that additional animal waste removal signs could be posted throughout the community. Director Kaatz stated that he would share the link to the District Manager to purchase.

IX. Social Events

Director Morrison reported that the Community Yard Sale last weekend was successful and that there were many residents that participated. She also reported that the Social Event Committee was working on coordinating a movie night with the library, but a specific date had not yet been scheduled.

X. Financial and Contractual Matters:

1. Review and consider Payment of Claims: The Board reviewed the schedule of check payments (#100081 to 100092) totaling \$31,531.51. Director Varela motioned to approve the payment of claims. Director Kaatz seconded the motion and the Board voted 4-0 to approve the motion.
2. Review and consider Stop Waste valve installation quotes: The Board reviewed and discussed the quote from Tend-It to install the Stop Waste Valves in the town home communities. The District Manager reported that she had reached out to both Baessler Homes and the City of Fort Lupton regarding the failure to install stop waste valves but had not received any additional information. The item was tabled to the next meeting.
3. Review and consider tree replacement quote: The Board reviewed and discussed the quote from Tend-It to remove and replace the dead or dying trees in the District. Director Hughes requested a map location of the trees to be replaced be provided for the quote. Director Hughes also requested an additional bid for the project. This item was tabled to the next meeting.
4. Review and consider Rollie and CR 12 corner enhancement quote: The Board reviewed and discussed the quote from Tend-It the corner landscaping enhancement project at Rollie Ave and CR 12. Director Kaatz requested additional time to review the bid. This item was tabled to the next meeting.
5. Review and consider rain sensor quote: The Board reviewed and discussed the quote from Tend-It to add rain sensors to the irrigation clocks in the District. Director Hughes requested additional time to review the bid. This item was tabled to the next meeting.
6. Review and consider accepting the 2024 Financial Audit: The District Manager reviewed with the Board the 2024 Financial Audit that had been completed by Flynn CPA, noting that the Flynn CPA

offered a clean report. Director Kaatz motioned to accept the 2024 Financial Audit as presented. Director Varela seconded the motion and the Board voted 4-0 in favor of the motion.

XI. Covenant Enforcement Matters

1. Review covenant enforcement activity: The Board reviewed the covenant enforcement activity summary and detail reports for the period April 1, 2025 through June 6, 2025. During this period, 72 new violations were identified, and 20 violations were closed. The 54 open violations consisted of the following:

Violation Category	# of open violations	# of violations at the fine stage
Front yard landscaping violations	29	6
Backyard landscaping violations	4	-
Home exterior violations	-	-
Architectural Control violations	3	-
Outside nuisances	12	3
General storage violations	1	-
Fence & mailbox violations	-	-
Shed maintenance violations	-	-
Vehicle violations	1	-
Trash violations	6	-
Seasonal-related violations (snow removal, holiday lights, etc)	1	-
Total Open Violations	54	10

2. Architectural Committee Report: The District Manager reported the Architectural Review Committee has reviewed 22 design review request forms since the last Board meeting.
3. Review and discuss Homeowner Appeals:

Account #1A4900930 - The homeowner requested the Board remove the requirement of a drainage study before adding pavers to the front of the townhomes citing the high cost to complete that condition. After discussion, Director Kaatz motioned to approve the deny the appeal. Director Varela seconded the motion and the Board voted 4-0 in favor of the motion.

XII. Public Comments- none

XIII. Meeting adjournment (8:00 pm)

There being no further business to come before the Board, and upon motion duly made by Director Wipf and unanimously carried, the meeting was adjourned. The next board meeting will be held at 5:30 pm on Thursday August 14th, 2025 online at https://meet.goto.com/district_meeting_room_04.

Signed by:

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Board Secretary

6/30/2025

Date