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# LUPTON VILLAGE RESIDENTIAL METROPOLITAN DISTRICT
# Board Meeting Minutes

Meeting Date: Thursday, April 09, 2026
Meeting Time: 5:32 pm to 7:36 pm
Meeting Location: Online at meet.goto.com/district_meeting_room_04

## I. Roll Call (5:32 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 | Absent (excused) |
| Lauren Morrison | Director | Present |

Other individuals attending the meeting was District Manager Jessica Reynolds (Wolfersberger, LLC); District Counsel Katie James (FOLKESTAD FAZEKAS BARRICK PATOILE & JAMES, P.C); landscaping contractors Nick Tengler with American Blade and Lance Thomspon with Nature's Force. In addition, the following homeowners were in attendance: Theresa and Kenneth Sinner 316 Josef Cir), Shannon Wiens (339 Josef Cir), Dave Dubberly (315 Josef Cir), Dustin Sandovall (503 Rollie Ave #4D), Luz Duque (S Denver Ave #7B), Joseph (S Denver Ave #2B), Mike Thompson (503 Rollie Ave #12D), Brian Yealy (Reynolds St #8A), Francisco Garcia (Reynolds St #17A),Erick Weeden (Reynolds St #2B), Christina Borrengo (422 Beckwourth Ave) and Bob Sacmono (didn't provide address).

## II. Declaration of quorum

Director Hughes requested that the District Manger run the meeting for them. The District Manager noted that a quorum of the Board was present, and the Directors confirmed their qualifications to serve. The District Manager, therefore, called the meeting of the Board of Directors of the District to order. Director Martina was unavailable to attend the meeting and Director Hughes motioned to excuse the absence. Director Wipf seconded the motion and the Board voted unanimously to excuse the absence.

## III. Present disclosures of potential conflicts of interest

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

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## IV. Administrative Matters

1. Approval of meeting agenda: The Board reviewed the meeting agenda. Director Wipf requested the public comments moved directly after Administrative Matters. Director Wipf motioned to approve the agenda as amended. Director Kaatz seconded the motion and the Board voted 3-0 to approve the motion.

2. Review and consider February 19, 2026 board meeting minutes: The Board reviewed the February 19, 2026 board meeting minutes. Director Wipf motioned to approve the minutes as presented. Director Kaatz seconded the motion and the Board voted 3-0 in favor of the motion.

3. Review and consider updated Parking Enforcement Policy: The Board discussed updating the Parking Enforcement Policy with Ms. James, the District's legal counsel. Following discussion, the following motions were made to update within the Parking Enforcement Policy:

   Director Hughes motioned to include blocking of sidewalks is not allowed. Director Wipf seconded the motion and the Board voted 3-0 in favor of the motion.

   Director Kaatz motioned to include vehicle's idling more than five minutes is not allowed. Director Hughes seconded the motion and the Board voted 2-1 in favor of the motion with Director Wipf voting against the motion.

   Director Kaatz motioned to include an initial warning and then a $50.00 fine for vehicles parked in the fire lane. Director Wipf seconded the motion and the Board voted 2-1 in favor of the motion with Director Hughes voting against the motion.

   Director Kaatz motioned to approve the updated Parking Enforcement Policy subject to Legal's review. Director Hughes seconded the motion and the Board voted 3-0 in favor of the motion.

## V. Landscaping Matters

1) Status update – Landscaping Service: The District Manager reported that the contracted landscaping vendor closed their company last week and that new landscaping maintenance contracts were to be reviewed later in the meeting agenda. Ms. James recommended she review the contract with Tend-It and verify that the notice of termination was successfully followed before a new landscaping contract was signed.

Action item 01- The District Manger will forward the 2026 Tend-It contract and the paid invoices thus far in the year to legal for review.

2) Status update –fiber installation damage to District property: The District manager reported that she has been coordinating irrigation and landscaping repairs with Mr. Brian Monterroso with Prevention Utilities and will continue to follow up on the repairs with the District's landscaping vendor.

3) Status update - sink hole repair at the detention pond quote: The District manager reported that the repair of the sink hole has been completed.

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4) Status update – APEX trash services: The District manager reported to the Board that she has made contact with APEX and is process- of obtaining updated service agreements that would include both trash removal and recycling removal to all townhome residents. These agreements should be ready to review and approve at the next meeting.

Director Morrison joined the meeting at 6:20pm.

5) Board discussion on Eastman Homes landscaping: The Board discussed the most recent communication from David Krafsur with Eastman Homes rejecting the Board's offer to share the cost of restoring the incomplete installation and damage of the landscaping along the central sidewalk of the Josef Cir homes. The Board requested District's legal counsel, Ms. James to review the situation with Eastman Homes and provide recommendations to the Board for next steps to take. A special meeting may be scheduled to allow legal counsel to provide legal advice to the Board in an executive session.

Director Hughes left the meeting at 6:43pm.

6) Review and consider landscaping maintenance quotes: The Board reviewed the landscaping maintenance quotes from American Blade and Nature's Force. Director Wipf motioned to approve the landscaping maintenance quote from American Blade pending legal's confirmation of notification of termination being fully completed. Director Kaatz seconded the motion and the Board voted 3-0 in favor of the motion.

7) Review and consider pet station large trash bins: The District manager reported that with the dissolution of Tend-it, new a new quote would need to be obtained.

8) Review and consider pet waste removal service: The Board reviewed the quote for pet waste removal services from Poo Busters. Noting the continual complaints regarding the issue from residents and homeowners, Director Wipf motioned to approve the pet waste removal services agreement with Poo Busters. Director Kaatz seconded the motion and the Board voted 3-0 in favor of the motion.

## VI. Public Comments

Ms. Sandoval requested clarification about parking in the alleyways of the townhomes which are designated fire lanes. No parking is allowed at any time within fire lanes. Ms. Sandoval also asked about the process of Design Review Request forms and said that the allotted 45 days for review seemed too long.

Mr. Garcia expressed his frustration with having received a violation notice for noise while working in his garage as well as receiving a violation for parking in the alleyway while working on repairing a vehicle. Director Kaatz reminded the homeowner that the alleyways are designated fire lanes and parking is not allowed at any time. All vehicle repairs must be completed within the garage or off site. Director Wipf reminded the board that it is not the board's responsibility to monitor vehicle emissions.

Ms. Sinner expressed her frustration with lack of maintenance of the landscaping along the center sidewalk through Josef Cir. The District Manger provided additional information regarding the area including that the Board is disagreement with Eastman Homes and is currently seeking advice from legal on next steps to take regarding the incomplete and damaged installation of landscaping.

## VII. Director Matters

Director Wipf asked if it were possible to hold District Board meetings on Saturdays instead of weekdays. Ms. James reported that her services and other necessary contractors would most likely not be available on the weekends.

## VIII. Financial and Contractual Matters

1. Review and Consider Payment of Claims: The Board reviewed the schedule of check payments (#100151 to 100164) totaling $32,417.95. Director Kaatz motioned to approve the payment of claims and Director Morrison seconded the motion. The Board voted 2-0 to approve the motion with Director Wipf abstaining from the vote.

2. Review and consider website quotes: The Board reviewed the website design and hosting quotes submitted by Unleaded Digital and Streamline. The Board requested additional information from the Unleaded Digital contractor to verify that the services would include continual review and insurance that the site was ADA Compliant.

   Action item 02 – The District Manager will request the additional information from the Unlimited Digital vendor.

3. Status Update – 2025 Financial Reports: The District Manager reported to the Board that the 2025 annual financial reports were nearly completed and will be submitted to the auditor for their audit.

## IX. Social Events – none

## X. Covenant Enforcement Matters

1. Review covenant enforcement activity: The Board reviewed the covenant enforcement activity summary and detail reports for the period February 2, 2026 through April 1, 2026. During this period, 18 new violations were identified and 14 violations were closed. The 37 open violations consisted of the following:

| Violation Category | # of open violations | # of violations at the fine stage |
|---|---|---|
| Front yard landscaping violations | 18 | 15 |
| Backyard landscaping violations | 4 | 4 |
| Home exterior violations | 1 | 1 |
| Architectural Control violations | 3 | 1 |

| | | |
|---|---|---|
| Outside nuisances | 9 | 1 |
| General storage violations | - | - |
| Fence & mailbox violations | - | - |
| Shed maintenance violations | - | - |
| Vehicle violations | 1 | - |
| Trash violations | - | - |
| Seasonal-related violations (snow removal, holiday lights, etc) | 1 | - |
| **Total Open Violations** | **37** | **19** |

2. Architectural Committee Report: The District Manager reported the Architectural Review Committee has reviewed 12 design request forms since the last Board meeting.

3. Review and discuss Homeowner Appeals:

Account # 1A4902460 requests a the Board requested a discount or credit to his account balance that is a result of unpaid quarterly dues. The Board denied the request of any reduction in dues. Director Wipf motioned to approve a payment plan for the account balance. Director Hughes seconded the motion and the Borad voted 3-0 in favor of the motion. Director Wipf motioned to restore the homeowner's access to the Resident Portal upon the condition that no inappropriate comments, name calling or foul language be used in the discussions page within the portal. Director Hughes seconded the motion and the Board voted 3-0 in favor of the motion.

Action item 03 - The District Manger will forward the offered payment plan to the homeowner and restore their access to the Resident Portal.

## XI. Public comments (3 minutes)

Ms. Wiens (who works with and receive compensation from Eastman Homes) explained that she feels the Board is incorrect in their understanding of or missing important information regarding the Eastman Homes landscaping installation along the center sidewalk of Josef Cir. Director Wipf provided additional information in response to Ms. Wiens concern. The District Manager confirmed that the Board has reviewed the documentation she is referring to and is seeking legal counsel for next steps.

## XII. Meeting adjournment (7:36 pm)

There being no further business to come before the Board, and upon motion duly made by Director Kaatz and unanimously carried, the meeting was adjourned. The next board meeting will be held at 5:30 pm on Thursday June 11, 2026 online at meet.goto.com/district_meeting_room_04.

Signed by:
Brad Kaatz
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Board Secretary

6/17/2026

Date