

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
TALLYN'S REACH AUTHORITY  
HELD  
JULY 13, 2021

A special meeting of the Board of Directors of the Tallyn's Reach Authority (referred to hereafter as the "Board") was convened on Tuesday, July 13, 2021, at 6:00 p.m. This Board meeting was held via Microsoft Teams. The meeting was open to the public.

### ATTENDANCE

#### Directors in Attendance Were:

David Patterson, President  
BJ Pell, Vice-President/Assistant Secretary  
Harry Yosten, Treasurer  
Mike Dell'Orfano, Assistant Secretary

The absence of Assistant Secretary Wagner was noted and excused.

#### Also in Attendance Were:

Blair Dickhoner, Esq.; White Bear Ankele Tanaka & Waldron ("WBA")  
Celeste Terrell, Andrew Williams, Nic Carlson; CliftonLarsonAllen LLP -  
Authority Manager ("CLA")  
Shelby Clymer and Joyce Stiles; CliftonLarsonAllen LLP - Authority  
Accountant ("CLA")  
Lori Weigel; New Bridge Strategy  
Brian Bair; ET Irrigation  
Kimberly Armitage; YMCA  
Brian Baisch; Member of the Public  
Jeffrey Beard; Member of the Public  
Jeff Kelly; Member of the Public  
Brian Crandall; Member of the Public  
Bill Barcus; Member of the Public

### ADMINISTRATIVE MATTERS

**Call to Order:** The meeting was called to order at 6:04 p.m.

**Disclosures of potential conflicts of interest:** Attorney Dickhoner advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Attorney Dickhoner 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. Attorney Dickhoner 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

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members present was necessary to obtain quorums or to otherwise enable the Board to act.

**Quorum:** The Board confirmed a quorum for the meeting. Director Wagner's absence was noted and excused.

**Agenda:** Following review and discussion, upon a motion duly made by Director Pell, seconded by Director Dell'Orfano and, upon vote, unanimously carried, the Board approved the Agenda, as amended to include an item discussing future meeting dates and to move the presentations from New Bridge Strategy, ET Irrigation and Mr. Williams to earlier in the agenda.

**Public Comment:** Mr. Beard brought to the Board's attention an unfinished sidewalk and requested that the Board consider finishing the sidewalk so it can be used. Mr. Baisch noted that he will approach Councilwoman Francois Bergan regarding the City's responsibility in completing this sidewalk. Mr. Kelly discussed a drainage issue behind his residence and other residences on South Buchanan Court. Ms. Terrell noted that she will look for historical information on the drainage issue and contact an engineering firm to request advice on how to address the issue. Ms. Terrell also stated that she will contact the City regarding the street issues related to this problem.

### CONSENT AGENDA

The Board was advised that any item may be removed from the consent agenda to the regular agenda upon the request of any Director. Item D was requested to be removed from the consent agenda.

Ms. Terrell reviewed the consent agenda with the Board and noted that any item may be removed from the consent agenda to the regular agenda upon the request of any director. Item D. Contractor Agreement with CoCal Landscape Service Inc. for a Retaining Wall Installation Project for an amount of \$96,330 was requested to be removed from the consent agenda and placed on the regular agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and adopted:

- A. Minutes of March 9, 2021 Special Meeting and Minutes of April 27, 2021 Special Meeting
- B. Claims
- C. Independent Contractor Agreement for WeatherTRAK Subscription Services with HydroPoint Data Systems Inc. for a 3-year term in the amount of \$40,042.70
- E. Independent Contractor Agreement (Summer Color Landscaping Services) with CoCal Landscape Services, Inc.
- F. Independent Contractor Agreement (Retaining Wall Landscaping Services) with CoCal Landscape Services, Inc.

### Contractor Agreement with CoCal Landscape Service Inc. for

The Board engaged in discussion regarding approval of Contractor Agreement with CoCal Landscape Service Inc. for Retaining Wall Installation Project for an amount of \$96,330. Following discussion, the

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### Retaining Wall Installation Project

Board determined to defer approval to allow for further discussion and consideration.

### FINANCIAL MATTERS

**May 31, 2021 Unaudited Financial Statements and Cash Position Schedule:** Ms. Stiles reviewed the Unaudited Financial Statements and Cash Position Schedule with the Board. Following review, upon a motion duly made by Director Pell, seconded by Director Yosten and, upon vote, unanimously carried, the Board accepted the May 31, 2021 Unaudited Financial Statements and Cash Position Schedule as presented.

**Treasurer's Report:** Director Yosten provided a report to the Board and stated options for memorandums of understanding with the City of Aurora and the school district regarding landscape improvement plans. It was noted that Ms. Denslow will move forward with pursuing changes with the City and that the Authority will no longer be responsible for replacing landscaping on non-Authority property. The Board discussed snow removal on City streets. Attorney Dickhoner noted that WBA will follow up with the neighboring HOA regarding the structure of the agreement currently in place. The Board also discussed snow removal at City parks and noted that the Authority will move forward with an agreement with the City. The Board also discussed Xcel Energy landscaping and snow removal and noted that the Authority will move forward with an agreement with Xcel to service their areas. Director Yosten also reported that he will work with a horticulturist on native areas in an amount not to exceed \$1,500.

**Proposed General Ledger Changes:** Director Yosten reviewed the proposed General Ledger changes with the Board. It was noted that CLA will work with Director Yosten to alter the ledgers for the purpose of promoting transparency beginning in 2022.

### LEGAL MATTERS

**Homeowner Request for Conveyance of Property:** Ms. Terrell provided an update to the Board regarding the homeowner request for conveyance of property and noted that the homeowner declined the Authority's offer and has sold his home.

**Phillips 66 and Removal of Drainage Swale:** Ms. Terrell provided an update to the Board regarding Phillips 66 and removal of the drainage swale. She noted that the swale has been destroyed and is no longer needed.

**License Agreement (Monuments) between the Authority and Fieldstone at Tallyn's Reach Homeowners Association, Inc.:** Attorney Dickhoner reviewed the License Agreement with the Board. Following review and discussion, upon a motion duly made by Director Pell, seconded by Director Dell'Orfano and, upon vote, unanimously carried, the Board approved the License Agreement (Monuments) between the Authority and Fieldstone at Tallyn's Reach Homeowners Association, Inc. as presented.

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**Resolution No. 2021-07-01, a Resolution Establishing a Procurement and Contract Approval Policy:** Attorney Dickhoner presented the Amended and Restated Resolution Concerning Authorization for Approval of Contracts and Payment of Claims. Following review and discussion, upon a motion duly made by Director Yosten, seconded by Director Dell'Orfano and, upon vote, unanimously carried, the Board adopted the resolution as presented.

**Quit Claim Deed for Tract B, Filing 3, 2<sup>nd</sup> Amendment and Tract B, Filing 15:** Attorney Dickhoner provided an update to the Board regarding the Quit Claim Deed for Tract B, Filing 3, 2<sup>nd</sup> Amendment and Tract B, Filing 15. No Board action taken.

### MANAGER MATTERS

**Public Opinion Research Presentation by New Bridge Strategy:** Ms. Weigel presented public opinion research to the Board and summarized the opinion poll search findings. She stated that she will work with CLA to develop a summary that can be distributed via email to residents.

**Wood Posts:** Ms. Terrell provided an update to the Board regarding the wood posts.

**Cross Street Signage on Aurora Parkway:** Director Yosten provided an update to the Board regarding the cross-street signage on Aurora Parkway.

**Delinquency Report:** No Board discussion was necessary on this item.

### **Landscape Committee:**

**Report to the Board:** This item was previously discussed by the Board.

**Recommendations from CoCal Landscaping Service, Inc. Regarding Conditions of the Trail on Plymouth Circle:** The Board engaged in discussion regarding recommendations received from CoCal regarding conditions of the trail at Plymouth Circle. No Board action taken.

**Report from Brian Bair from ET Irrigation:** Mr. Bair provided a report to the Board regarding savings from irrigation changes. He noted that new irrigation controllers have saved the Authority 49 million gallons, amounting to an approximate savings of \$140,000. He stated that ET Irrigation will continue to work with the Landscape Committee to identify further areas for savings.

**Pool Discussion – Repairs and Maintenance:** Ms. Armitage provided an update to the Board regarding pool repairs and recent vandalism. She stated that repairs to the security cameras are scheduled to be made next week and that the YMCA will work with CLA on the pool shade structures.

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**RFP for Snow Removal and Landscape Services:** Ms. Terrell provided an update to the Board regarding the RFP for snow removal and landscape services. She stated that the RFP has been sent to several major landscaping providers and that CLA will keep the Board updated on any proposals received.

**Developer Advertising Signs:** Ms. Terrell discussed the issue regarding homebuilders' advertising signs with the Board. The Board directed legal counsel to draft a letter to builders requesting signs be removed within 30 days.

**Replacement of GeoLens Mapping Software with ArcGIS Online:** Mr. Williams reviewed the proposal from ArcGIS with the Board and highlighted the capabilities of the software. Following review and discussion, upon a motion duly made by Director Yosten, seconded by Director Pell and, upon vote, unanimously carried, the Board approved the proposal from ArcGIS as presented and approved to terminate the contract with GeoLens at the end of the year. It was noted that CLA will begin developing map layers as soon as possible.

**Picnic Table Discussion:** Ms. Terrell discussed the picnic tables with the Board. Following discussion, the Board authorized CLA to procure new tables.

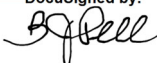
**Native Grasses:** This item was discussed previously under Treasurer's Report.

**Streetlights and Poles:** Attorney Dickhoner reviewed maintenance responsibility of the streetlights and poles with the Board and noted that the responsibility for maintenance is still being determined and legal counsel will continue to research.

### ADJOURNMENT

There being no further business to come before the Board and following discussion and upon motion duly made, seconded and unanimously carried, the Board determined to adjourn the meeting at 9:59 p.m.

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

DocuSigned by:  


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Secretary for the Meeting

**Certificate Of Completion**

Envelope Id: 13EDE75CAEB94F68A8B077ADA2D19383	Status: Completed
Subject: Please DocuSign: Tallyn's Reach Authority - Minutes - 07-13-2021 - Special Mtg	
Client Name: Tallyn's Reach Authority	
Client Number: 011-045194-OS07-2021	
Source Envelope:	
Document Pages: 5	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Cindy Jenkins
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
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	IP Address: 73.169.83.196

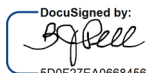
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 Viewed: 10/20/2021 2:13:56 PM  
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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	10/20/2021 10:29:08 AM
Certified Delivered	Security Checked	10/20/2021 2:13:56 PM
Signing Complete	Security Checked	10/20/2021 2:14:11 PM
Completed	Security Checked	10/20/2021 2:14:11 PM
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