

## RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
TALLYN'S REACH AUTHORITY  
HELD  
MARCH 15, 2022

A regular meeting of the Board of Directors of the Tallyn's Reach Authority (referred to hereafter as the "Board") was convened on Tuesday, March 15, 2022, 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

Directors Wagner and Dell'Orfano were absent.

#### Also in Attendance Were:

Blair Dickhoner, Esq.; White Bear Ankele Tanaka & Waldron ("WBA")  
Celeste Terrell, Nic Carlson, and Shelby Clymer; CliftonLarsonAllen LLP ("CLA")  
Kimberly Armitage; YMCA  
Bill Barcus; Tallyn's Reach MD 2 Board Member  
Brian Crandall; Tallyn's Reach MD 3 Board Member  
Julie Huygen; Resident

### ADMINISTRATIVE MATTERS

**Call to Order:** The meeting was called to order at 6:02 p.m.

**Agenda:** 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 Agenda, as presented, and excused the absence of Directors Wagner and Dell'Orfano.

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

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**Quorum:** The Board confirmed a quorum for the meeting, the meeting location and posting of meeting notice.

**Public Comment:** None.

### 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. Upon a motion duly made by Director Pell, seconded by Director Yosten and, upon vote, unanimously carried, the following items on the Consent Agenda were approved, ratified and/or adopted, as appropriate and amended:

- A. Minutes of November 16, 2021 Special Meeting.
- B. Claims.
- C. Agreements and/or Contracts:
  - a. Independent Contractor Agreement with Brightview Landscape Services, Inc. for Tree Pruning, dated November 22, 2021.
  - b. Independent Contractor Agreement with Brightview Landscape Services Inc. for December Winter Watering, dated November 22, 2021.
  - c. Addendum to Independent Contractor Agreement with Ark Ecological Services, LLC for Open Space Management for Fall 2022, dated November 23, 2021.
  - d. Independent Contractor Agreement with Brightview Landscape Services, Inc. for 2022 Plant Health Care, dated November 22, 2021.
  - e. Independent Contractor Agreement with Brightview Landscape Services, Inc. for Turf to Native Conversion, dated November 8, 2021.
  - f. Independent Contractor Agreement with Brightview Landscape Services, Inc. for Annual Flowers, dated November 16, 2022.
  - g. Addendum to Independent Contractor Agreement with MFish Graphics for Traffic Sign Upgrades, dated December 21, 2021.
  - h. Independent Contractor Agreement with Radiant Lighting Services, Inc. for 2022 Lighting Maintenance, dated January 1, 2022.
  - i. Independent Contractor Agreement with Brightview Landscape Services, Inc. for Deep Root Fertilization, dated March 3, 2022.
  - j. Independent Contractor Agreement with Brightview Landscape Services, Inc. for Retention Pond Cleanout, dated March 3, 2022.
  - k. Independent Contractor Agreement with Norton Building and Remodel, Inc. for Bathroom Remodel, dated February 14, 2022.
  - l. Independent Contractor Agreement with Brightview Design Group, Inc., for Median Landscape Planting, dated March 3, 2022.
  - m. Independent Contractor Agreement with Aquatic Chemical Solutions, Inc., for Coping Stone Replacement dated September 21, 2021.

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### FINANCIAL MATTERS

**Cash Position Schedule:** Ms. Clymer reviewed the Cash Position Schedule with the Board and reviewed options for reserve investment funds. She recommended that the Authority consider moving \$500,000 from the Capital Projects Fund to ColoTrust Edge. Following discussion, upon a motion duly made by Director Yosten, seconded by Director Pell and, upon vote, unanimously carried, the Board approved Ms. Clymer to open an account with ColoTrust Edge with the initial amount of \$500,000 and then at the accountant's direction moving forward based on cashflow needs.

**2021 Draft Audit:** Ms. Clymer reviewed the 2021 Draft Audit with the Board. Following review, upon a motion duly made by Director Yosten, seconded by Director Patterson and, upon vote, unanimously carried, the Board approved the 2021 Draft Audit, subject to final legal review.

### LEGAL MATTERS

**Consolidation and Termination of Authority:** Attorney Dickhoner reviewed the process for consolidation with the Board and discussed the proposal for consulting services provided by Sean Walsh Consulting, Inc. The Board gave direction to Attorney Dickhoner to obtain additional proposals for election consulting services. He noted that he will meet with the Board members from both Districts and the Election Consultant to discuss the process moving forward.

### MANAGER MATTERS

**Mail Chimp Rate Increase Effective February 1, 2022:** Ms. Terrell reviewed the increase with the Board noting that a price change has resulted in a \$3 increase.

**Funding for July 4<sup>th</sup> HOA Event:** Ms. Terrell reviewed the funding request with the Board. Following review and discussion, upon a motion duly made by Director Pell, seconded by Director Patterson and, upon vote, unanimously carried, the Board authorized \$3,000 of the Authority Community Funds to be used for the July 4<sup>th</sup> HOA event.

**Brightview Landscape Services for Additional Cost to Empty Dog Stations a Second Time Each Week:** Ms. Terrell reviewed the proposal with the Board noting that complaints from residents resulted in the proposal for additional services in the amount of \$28,000 annually. The Board deferred this matter.

**Discussion of Delinquency Report:** Ms. Terrell provided the report to the Board prior to the meeting and noted questions would be answered offline.

### **Landscape Committee:**

**Report to the Board:** Director Yosten provided an update to the Board noting the Landscape Committee has been inactive through the winter season but will be meeting regularly as landscaping season begins.

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**Flagpoles and Monuments:** Director Yosten discussed with the Board noting that the flagpoles are in good condition, but flags are expensive and require routine maintenance and replacement. He suggested removing flags and flagpoles with monument upgrades in the future. No action was taken.


**2022 Swim Season:** Ms. Armitage provided an update to the Board noting the pool will be opening within the next 2 to 3 weeks. She noted the communication on rules and hours for the pool season will be sent to the residents in the coming weeks. Ms. Armitage reported that the pool will open on Saturday, May 28<sup>th</sup> and the YMCA will open the clubhouse for a few hours in April for residents to activate access cards.

**2022 Projects:** Ms. Terrell updated the Board on the 2022 projects including changing turf to native areas, northeast quad sign project, west quad beautification, west quad monuments, xeriscape median on Aurora Parkway, central quad mulch project, perennial project, retaining wall, pool bathroom remodels, sunshade installation, and hammerhead pavement proposals.

### ADJOURNMENT

There being no further business to come before the Board, upon a motion duly made by Director Pell, seconded by Director Patterson and, upon vote, unanimously carried, the Board adjourned the meeting at 7:03 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: E78CD77730BF430A8E587707756088F4

Status: Completed

Subject: Please DocuSign: Tallyn's Reach Authority - Minutes - 03-15-2022 Regular Mtg (Auth).pdf

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Client Number: 011-045194-OS07-2022

Source Envelope:

Document Pages: 4

Signatures: 1

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Cindy Jenkins

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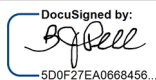
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Secretary

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## Witness Events

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## Timestamp

## Notary Events

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## Timestamp

## Envelope Summary Events

## Status

## Timestamps

Envelope Sent

Hashed/Encrypted

4/20/2022 4:26:18 PM

Certified Delivered

Security Checked

4/20/2022 5:43:27 PM

Signing Complete

Security Checked

4/20/2022 5:43:38 PM

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