
RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
THE
CONSERVATORY METROPOLITAN DISTRICT
HELD
MARCH 24, 2025**

A Regular Meeting of the Board of Directors (referred to hereafter as “Board”) of the Conservatory Metropolitan District (referred to hereafter as “District”) was convened. The meeting was open to the public and the conferencing information was posted.

The meeting was held via teleconference.

ATTENDANCE

Directors in Attendance Were:

Birgit Baldwin, President
Pedro Moczo, Secretary
Timothy Siml, Treasurer
Harlan Baldwin, Assistant Secretary (in attendance until 10:15am)
Robert “Bob” Hunchberger, Assistant Secretary

Also In Attendance Were:

Justin Janca; Public Alliance, LLC
Heather Hartung, Esq.; White Bear Ankele Tanaka & Waldron, P.C.
Georgia Harland; Simmons & Wheeler, P.C.
Dawn Schilling; Schilling and Company, Inc.
Laverne Palmer; Resident

**DISCLOSURES OF
POTENTIAL
CONFLICTS OF
INTEREST**

Disclosures of Potential Conflicts of Interest: Attorney Hartung advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Attorney Hartung 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. The Board reviewed the Agenda for the meeting, following which Directors Birgit Baldwin, Siml, Moczo, Harlan Baldwin and Hunchberger along with each consultant confirmed that they have no conflicts of interest in connection with any of the matters listed on the Agenda.

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PLEDGE OF ALLEGIANCE

Pledge of Allegiance: Director Harlan Baldwin led the Board in reciting the Pledge of Allegiance.

ADMINISTRATIVE MATTERS

Agenda: Director Birgit Baldwin reviewed the proposed agenda with the Board for the District’s Regular Meeting.

Following discussion, upon motion duly made by Director Siml, seconded by Director Moczo and, upon vote, unanimously carried, the agenda was approved, as presented.

Consent Agenda: The Board considered the following actions:

- Approve Minutes of the January 21, 2025 meeting.
- Ratify approval of Addendum 2025-01 to the Independent Contractor Agreement with BrightView Landscape Services, Inc. for coble projects for perennial beds, in the amount of \$9,643.16.
- Ratify approval of Work Order from BrightView Landscape Services, Inc. for turf to rock conversion, in the amount of \$3,360.67.

Following further discussion and review, upon a motion duly made by Director Siml, seconded by Director Moczo and, upon vote unanimously carried, the Board approved the consent agenda.

COMMUNITY COMMENTS

Public Comment: There were no public comments.

FINANCIAL MATTERS

2024 Audit: Ms. Schilling presented the 2024 Audit to the Board.

Following discussion, upon motion duly made by Director Siml, seconded by Director Harlan Baldwin and, upon vote, unanimously carried, the Board approved the 2024 Audited Financial Statements and authorized execution of the Representations Letter, subject to final legal review and receipt of an unmodified opinion letter by the Auditor.

Claims: Ms. Harland reviewed the payment of claims for Check Nos. 5013 through 5028 for the period ending March 17, 2025, in the amount of \$63,554.83.

Following discussion, upon motion duly made by Director Birgit Baldwin,

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seconded by Director Siml, and upon vote unanimously carried, the Board approved the claims totaling \$63,554.83.

Unaudited Financial Statements: Ms. Harland discussed with the Board the unaudited financial statements, dated February 28, 2025.

Ms. Harland noted that property tax revenues are becoming available and stated that the Aurora Regional Improvement mill levy will not be paid until the audit is finalized. She further noted that the bond does not require a monthly transfer of the debt portion to the trustee.

Director Siml inquired as to the reasoning behind this, to which Ms. Harland explained that the bond was structured accordingly. Director Birgit Baldwin added that the District's exemplary credit score was a contributing factor.

Following discussion, upon motion duly made by Director Siml, seconded by Director Hunchberger and, upon vote, unanimously carried, the Board accepted the unaudited financial statements, dated February 28, 2025, as presented.

Other: Ms. Harland noted upon her retirement Morgan Wheeler will be the new accountant. All directors wished Ms. Harland a happy retirement.

OPERATIONS MATTERS

Manager's Report: Mr. Janca reviewed the District Manager's Report with the Board.

Director Birgit Baldwin requested the redistribution of the community map, including a QR code and an email sign-up link for community updates and the upcoming town hall meeting.

Proposal from BrightView Landscape Services, Inc. for March Winter Watering: The Board reviewed a proposal from BrightView Landscape Services, Inc. for March winter watering.

Following discussion, upon motion duly made by Director Siml, seconded by Director Moczo and, upon vote, unanimously carried, the Board approved the proposal from BrightView Landscape Services, Inc. for March winter watering, in the amount of \$5,168.00.

Proposal from BrightView Landscape Services, Inc. for the Rotor Project: The Board reviewed a proposal from BrightView Landscape Services, Inc. for the rotor project.

Following discussion, upon motion duly made by Director Siml, seconded

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by Director Moczo and, upon vote, unanimously carried, the Board approved the proposal from BrightView Landscape Services, Inc. for the rotor project, in the amount of \$40,379.48.

Turf to Xeric Conversion Along Hampden: The Board entered into discussion regarding a turf to xeric conversion along Hampden. No action was taken by the Board.

H-frame and Similar Signage in the District: The Board entered into discussion regarding the removal of advertising on the H-frame signage throughout the District. Director Birgit Baldwin recommended calling the vendors and alerting them that the District does not allow advertising and their signage will be discarded. It was noted Real estate signage is allowed because the realtors typically remove the signage.

Removal of Director Titles from the District's Website: The Board entered into discussion regarding the removal of Director Titles from the District's website. The Board determined to keep the titles on the website.

Status of Settlement Offer Provided to Owner: The Board entered into discussion regarding the status of settlement offer provided to homeowner. It was noted that the homeowner had accepted the settlement offer. Director Birgit Baldwin will hand-deliver a paper check, and an acceptance signature will be required from the homeowner.

LANDSCAPING MATTERS

Irrigation Updates: Mr. Janca noted for the Board all irrigation is scheduled to occur between late March and early April. He further noted that BrightView Landscape Services, Inc. will drain the backflows if weather conditions necessitate. Additionally, he reported that the rotor project has been approved, and logistics are currently being coordinated.

Landscaping Projects Updates: Director Birgit Baldwin reported to the Board the project to install riprap along Pond 6's trickle channel is scheduled to commence in late March. Additionally, she noted that the Inspection and Maintenance ("I&M") plan for Pond 7 has been accepted by the City of Aurora.

Director Birgit Baldwin further reported a recent meeting with Roberts Treescaping, LLC d/b/a RTS Landscaping revealed that the inlet and outlet of Pond 7 are at the same height, posing a drainage issue.

Following discussion, upon motion duly made by Director Moczo, seconded

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by Director Hunchberger and, upon vote, unanimously carried, the Board approved lowering the outlet grade by six inches, implementing a one-inch drop for every ten feet, and to add riprap to the pond, in an amount not to exceed \$30,000.

Additional Annual Color at Entrance Monuments: The Board entered into discussion regarding the addition of annual color at the entrance monuments. It was noted the estimated cost of annuals range from \$15,000 to \$20,000. The Board determined not to add annual color at the entrance monuments.

**BOARD MEMBER
INPUT**

Director Birgit Baldwin: Director Birgit Baldwin requested that meeting minutes be made available for review within ten business days of meeting adjournment. She also requested that the offices held by Board members be included in the minutes.

She noted that the junipers within the District appear to be in poor health and recommended fertilization, with replacement if they do not respond. She further noted Masterful Masonry, Inc. will attend the May meeting to provide an estimate for spot repairs on the stone façade. She also raised concerns regarding the solar lights in the mail kiosks, noting that they may be failing. She requested an inspection of the functionality of the solar lights. Additionally, she requested that BrightView Landscape Services, Inc. remove locate flags following the completion of projects.

Director Hunchberger: Director Hunchberger expressed appreciation for the progress made on Pond 7. He also noted that the Open Space Board plans to add a water feature, with drainage from Pond 7 expected to support that feature.

Director Moczo: Director Moczo would like to remind residents to remove garage sale signage after the sale has concluded.

Director Siml: Director Siml inquired about homeowners attaching items such as fake greenery, cloth, and wire mesh to the exterior of fences. He noted that the Homeowner Association may have issued a notice, as some of the items had been removed, but sought the District's opinion on the matter. The Board recommended that a notice be sent if items are attached to District owned fencing

Director Harlan Baldwin: None.

OTHER

Community Outreach:

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BUSINESS

Matters discussed for inclusion in the Community Update include:

- Pond 6 & 7 projects
- Rotor project
- Rock conversion
- Irrigation activation
- Spring clean up
- May 6, 2025 election update
- Report falling stones and sign access agreement
- Curb extension and new traffic flow
- Tree pruning

Board Member On-Duty Schedule: The Board noted that the future Board Member On Duty Schedule will be discussed at the May 19, 2025, meeting. Director Harlan Baldwin is designated as On Duty for April; however, as he will be leaving on April 16th, Director Moczo will assume Manager on Duty responsibilities for the remainder of the month.

LEGAL MATTERS

May 6, 2025 Regular Election: Attorney Hartung explained that because there were not more candidates than seats available, the election was cancelled.

Inspection and Maintenance Plan for Pond No. 7: Attorney Hartung provided an update to the Board on the status of the Inspection and Maintenance Plan for Pond No. 7. She reported that the City of Aurora has approved the plan. She noted a maintenance report is scheduled for completion by the end of May 2025, and the inspection will need to be coordinated with RTS Landscaping.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 11:07 a.m. The next Regular Meeting is scheduled for May 19, 2025 at 9:00 a.m.

Respectfully submitted,

By: _____
Secretary for the Meeting

Signed by:
Pedro Moczo
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