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**RECORD OF PROCEEDINGS**

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**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF  
THE  
CONSERVATORY METROPOLITAN DISTRICT  
HELD  
JULY 21, 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  
Robert “Bob” Hunchberger, Assistant Secretary

**Also In Attendance Were:**

Justin Janca was present for the entirety of the meeting, while Adam Clark and Brennan Ruppert attended for a portion; Public Alliance, LLC  
Heather Hartung, Esq.; WBA, P.C.  
Morgan Wheeler; Simmons & Wheeler, P.C.  
Laverne Palmer and Randy Cox; Residents

**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 WBA, PC 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.

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**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 Harlan Baldwin, seconded by Director Moczo and, upon vote, unanimously carried, the agenda was approved as written.

**Introduction of New Team Members:** Adam Clark and Brennan Ruppert of Public Alliance, LLC were introduced to the Board. Mr. Clark provided a brief background summary, followed by a brief background summary from Mr. Ruppert. Director Birgit Baldwin requested that her contact information be provided to Mr. Ruppert for future communications.

**Consent Agenda:** The Board considered the following actions:

- Approve Minutes of the May 19, 2025 meeting.
- Ratify approval of the 13<sup>th</sup> Addendum to the Independent Contractor Agreement with Rocky Mountain Tree Care for removal of dead trees and shrubs.
- Ratify approval of the 9<sup>th</sup> Addendum to the Independent Contractor Agreement with Masterful Masonry for stone repairs.

Item 2 of the Consent Agenda, regarding the 2024 Annual Report, was removed from the Consent Agenda and moved to Operations for further discussion.

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.

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**COMMUNITY COMMENTS**

**Public Comment:** Mr. Cox expressed concern regarding noxious weed patches throughout the District. He noted that landscaping sprays had been applied but observed little visible improvement. Director Birgit Baldwin reported that the District conducts three chemical treatments for weed control during the growing season.

Director Birgit Baldwin further reported that the cluster box units on

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Dartmouth were vandalized. She was to inspect the nearby light fixture but did not recall any damage to the District-installed light. The HOA is responsible for replacing the cluster box units across the District, and Director Birgit Baldwin expressed hope that this specific unit would be relocated.

### **FINANCIAL MATTERS**

**Claims:** Ms. Wheeler presented to the Board payment of claims for Check Nos. 5044 through 5057 for the period ending July 16, 2025, in the total amount of \$80,618.68.

Director Siml noted that he had to approve some of the invoices twice. Ms. Wheeler noted that claims through the period were typical, with no unusual items. Director Birgit Baldwin clarified that a check in the amount of \$830 issued to the Baldwins was reimbursement for Special District Association conference fees.

Following discussion, upon a motion duly made and seconded, and upon vote unanimously carried, the Board approved the claims totaling \$80,618.68.

**Cash Position:** Ms. Wheeler reviewed with the Board the Schedule of Cash Position dated July 16, 2025.

Following discussion, upon motion duly made by Director Moczo, seconded by Director Siml and, upon vote, unanimously carried, the Board accepted the Schedule of Cash Position dated July 16, 2025.

**Unaudited Financial Statements:** The Board reviewed and considered acceptance of the unaudited financial statements, dated June 30, 2025.

It was noted that in the General Fund, accounting expenses were higher than usual due to training and transition costs and that irrigation expenses are also above expectations.

In the Debt Fund, the first half of the interest payment has been made, with the second half of interest and the principal payment scheduled for December.

Following discussion, upon motion duly made by Director Moczo, seconded by Director Hunchberger and, upon vote, unanimously carried, the Board accepted the unaudited financial statements, dated June 30, 2025, as presented.

**2026 Budget Workshop:** The Board discussed scheduling the 2026 Budget

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Workshop. The workshop will include the President, Treasurer, District Manager, Accountant, and Legal Counsel. Attorney Hartung will send out an invitation to coordinate the date and time.

### **OPERATIONS MATTERS**

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

In addition to the items outlined in the enclosed report, the Board requested that a letter be included in the upcoming mailing to homeowners granting access to their rear yards for stone pillar repairs.

**Turf to Xeric Conversion Along Hampden:** Mr. Janca provided an update on the turf-to-xeric conversion project along Hampden. The design is expected to be available for Board review within two weeks.

**Annual Report on the Service Plan:** Attorney Hartung discussed the contents and purpose of the Annual Report on the Service Plan to ensure the Directors fully understood its intent and requirements. Public Alliance, LLC will file the report.

Following discussion, upon motion duly made by Director Harlan Baldwin, seconded by Director Siml and, upon vote, unanimously carried, the Board approved the 2024 Annual Report on the Service Plan.

### **LANDSCAPING MATTERS**

**Irrigation Updates:** Mr. Janca presented the irrigation update provided by BrightView. Director Birgit Baldwin requested additional details, specifically regarding the locations addressed in the report.

**Landscaping Projects Updates:** Director Birgit Baldwin inquired about the status of previously approved landscaping projects and requested that planting projects be deferred until 2026 to improve viability and for budgetary considerations. Mr. Janca agreed to review the projects and provide an update.

**Pond Update:** Mr. Janca presented the activity report from RTS Landscaping. Director Birgit Baldwin noted that no plant material has been removed from Pond 7 and requested an update on the status and anticipated timeline for this work.

**Overgrowth and Pruning:** The Board discussed areas of overgrowth and potential pruning of plant material. Rocky Mountain Tree Care will be contacted to provide a quote for pruning junipers and other plant materials

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along the fence line. The work will be considered for inclusion in the 2026 budget.

**Recommended Water Usage:** Mr. Janca reviewed the Recommended Water Usage reports distributed by Aurora Water, noting that the recommendations are based on weather conditions during the reporting period and are not tied to the District's billing allocation.

Director Hunchberger questioned how weather impacts irrigation. Mr. Janca explained that while irrigation pauses during rain events, the system controllers continuously call for additional irrigation time and do not reduce watering levels once activity resumes.

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### **BOARD MEMBER INPUT**

**Director Birgit Baldwin:** Director Birgit Baldwin noted that fireworks were launched from District property over the Fourth of July weekend. She proposed adopting formal rules for the use of District open spaces and posting these rules at the sites.

**Director Hunchberger:** Director Hunchberger noted that Jericho is the next area scheduled for the geolocation project.

**Director Moczo:** Director Moczo thanked and congratulated Director Hunchberger for his work on the geolocation project.

**Director Siml:** Director Siml stated that homeowner landscaping pots had still not been removed from the pillars. Ms. Baldwin corrected him and stated the broken pots had been removed. He inquired about attendance at the Special District Association Conference and the process for payment of registration fees. Director Birgit Baldwin informed him that travel and hotel expenses are included.

**Director Harlan Baldwin:** Director Harlan Baldwin acknowledged and commended the efforts of BrightView's landscaping crews, noting the excellent work being performed across the property.

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### **OTHER BUSINESS**

#### **Community Outreach:**

Matters discussed for inclusion in the Community Update include:

- Fireworks
- Stone work

