
RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF
THE
CONSERVATORY METROPOLITAN DISTRICT
HELD
SEPTEMBER 15, 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 (Joined at 9:30 A.M.)
Timothy Siml, Treasurer
Harlan Baldwin, Assistant Secretary
Robert “Bob” Hunchberger, Assistant Secretary

Also In Attendance Were:

Justin Janca; Public Alliance, LLC
Heather Hartung, Esq.; WBA, P.C.
Morgan Wheeler; Simmons & Wheeler, P.C.
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 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, and those disclosures were acknowledged by the Board. Attorney Hartung 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 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 Hunchberger 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 Harlan Baldwin, and unanimously carried, the agenda was approved as amended to remove Landscaping Items C through K, add Item N to discuss the BrightView snow removal contract, and add Item O to discuss the irrigation leak discovery proposal.

Consent Agenda: The Board considered the following actions:

- Approve Minutes of the July 21, 2025 Regular Meeting and August 5, 2025 Annual Meeting.
- Approval of the Digital Accessibility Plan.

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

COMMUNITY COMMENTS

Public Comment: There was no public comment.

FINANCIAL MATTERS

Claims: Ms. Wheeler presented to the Board payment of claims for Check Nos. 5070 through 5077 for the period ending September 15, 2025, in the total amount of \$30,824.13.

Following discussion, upon a motion duly made by Director Siml, and seconded by Director Hunchberger, and upon vote unanimously carried, the Board approved the claims totaling \$30,824.13.

Cash Position: Ms. Wheeler reviewed with the Board the Schedule of Cash Position dated September 15, 2025.

Following discussion, upon motion duly made by Director Harlan Baldwin, seconded by Director Siml, and upon vote unanimously carried, the Board accepted the Schedule of Cash Position dated September 15, 2025, with the understanding that AMRI will be paid at the end of the year.

Unaudited Financial Statements: The Board reviewed and considered

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acceptance of the unaudited financial statements, dated August 31, 2025.

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 August 31, 2025, as presented.

2026 Draft Budget and Budget Hearing Date: The Board reviewed the 2026 Draft Budget and the scheduled Budget Hearing date of October 20, 2025. The Draft Budget reflects a transfer of \$400,000 to the capital fund, reduced property tax revenue due to lower assessed valuation, and a \$255,000 landscaping allocation attributable to multiple projects. The contingency line item has been increased to provide an effective buffer for unforeseen expenses, and water expenses have been adjusted upward in anticipation of rate increases. There were no questions from the Board. The Budget Hearing will occur on October 20, 2025.

OPERATIONS MATTERS

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

Turf to Xeric Conversion Along Hampden: The Board discussed the proposed turf-to-xeric landscape conversion project along Hampden. The preliminary plan was returned to the landscape designer with comments noting the presence of impermeable material in areas designated for planting. The scope of the project is anticipated to expand north, up the hill.

Open Space Rules and Regulations: The Board considered approval of the Open Space Rules and Regulations. Following review and discussion, the Board directed District Management to remove the Hunting and Trapping section, remove "Camping" from the heading for overnight use, and redefine the tracts as I, J, and K. Public Alliance will circulate the revised document for Board review after edits are made.

Pet Waste Station Signage: The Board discussed signage at the pet waste stations and directed that signs be added to include a station identification number and a QR code linking to the Pet Waste report page on the District's website. Messages submitted through the page will auto-forward to the Pet Waste Vendor. Public Alliance will prepare proposed design and installation procedures for Board review.

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LANDSCAPING MATTERS

Irrigation Updates: Director Birgit Baldwin reviewed the irrigation update with the Board. Mr. Janca noted that the dates were consistent for the cancelled meeting, but had not been updated to reflect the revised scheduling.

Landscaping Projects Updates: Director Birgit Baldwin presented an update on landscaping projects, noting that certain projects originally scheduled for 2025 will be moved to 2026. A brief summary of the projects anticipated for 2026 was also provided.

Overgrowth and Pruning: The Board discussed overgrowth and potential areas requiring pruning of plant material. A new proposal will be provided by Rocky Mountain Tree Care, reducing the scope of clearance from 10 feet to 4 feet.

Water Usage Report: The Board reviewed the Water Usage Reports from the City of Aurora for August 2025, presented by Mr. Janca. Directors were informed that the numbers provided by Aurora Water are subject to adjustment; however, the District remains under its allocation and is below usage levels reported during the same period in 2024.

Snow Removal Contract with BrightView: The Board considered approval of the Snow Removal Contract with BrightView. The contract had previously received majority approval but had not yet been executed, and was therefore brought before the Board for formal approval at this meeting.

Following discussion, upon motion duly made by Director Harlan Baldwin, seconded by Director Hunchberger, and upon vote unanimously carried, the Board approved the Snow Removal Contract with BrightView.

Irrigation Leak: The Board considered approval of work to investigate an irrigation leak. Following discussion, upon motion duly made by Director Siml, seconded by Director Harlan Baldwin, and upon vote unanimously carried, the Board approved the work to investigate the irrigation leak in an amount not to exceed \$5,000.

BOARD MEMBER INPUT

Director Birgit Baldwin: Director Birgit Baldwin reported that additional gate valves will be installed on Controller 3's mainline in an effort to identify the source of a persistent leak. She noted that an ash tree on Conservatory Parkway appeared to have been struck by a vehicle, resulting in a broken branch, and directed that Public Alliance contact BrightView regarding its removal. Director Baldwin also advised that the request for a kiosk roof extension be denied until such time as kiosk replacement becomes necessary, at which point the matter may be reconsidered. Finally,

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she requested that all official communications from the Association be routed through Public Alliance rather than sent directly to the Directors.

Director Hunchberger: Director Hunchberger requested an update on Pond 7 vegetation. Director Birgit Baldwin informed him that work is scheduled to begin this week, and noted that work on Pond 4 is also slated to commence shortly.

Director Moczo: Director Moczo reported that he will be resending the list of addresses with stone pillars.

Director Siml: Director Siml provided ideas for paper wasp deterrents and continued the discussion regarding kiosk roof extensions. He further reported that he will be holding a holiday lighting meeting, during which a new contract with SavaTree will be discussed.

Director Harlan Baldwin: Director Harlan Baldwin noted that two trees located south of Conservatory Trail are dead.

OTHER BUSINESS

Community Outreach and Update: The Board discussed topics to be included in the upcoming Community Update. Items identified for communication include notice of the 2026 budget hearing, work on the Jericho irrigation system, irrigation winterization, and upgrades to pet waste station signage. The update will also request that homeowners report areas of snow or ice requiring attention and encourage the use of pet-friendly ice melt on personal property.

Board Member On-Duty Schedule: The Board discussed the on-duty schedule. Director Harlan Baldwin will serve for the remainder of September, Director Bob Hunchberger will serve for October, and Director Tim Siml will cover November in place of Director Birgit Baldwin.

LEGAL MATTERS

2025 Legislation Memorandum: Ms. Hartung discussed the 2025 Legislative Memorandum. It was noted that recent legislative changes require additional information to be posted on the District's website. Beginning with the 2026 Annual Meeting, the District will also be required to provide both a district-wide mailing notification and an email notification. Legal counsel will prepare and distribute the mailing, while Public Alliance will manage the email notification.

2026 Meeting Dates: Ms. Hartung discussed the schedule of regular meetings for 2026, offering January 20, March 16, May 18, July 20,

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September 21, and October 19 as meeting dates that land on the third Monday of the month. It was noted that the January 20 meeting will occur on a Tuesday due to the holiday, and the October 19 meeting will include both the District's Annual Meeting and the Budget Hearing. The Board directed Ms. Hartung to include the proposed meeting dates in 2026's Annual Administrative Resolution.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Siml, seconded by Director Harlan Baldwin, and upon vote unanimously carried, the Board adjourned the meeting at 10:27 a.m. The next Regular Meeting is scheduled for October 20, 2025, at 9:00 a.m.

Respectfully submitted,

By: Signed by:
Pedro Macizo _____
Secretary for the Meeting