RECORD OF PROCEEDINGS

A meeting of the Board of Directors of the Aspen Village Metropolitan District
Tuesday, August 18, 2020 at 7:00PM
Held at 31 Aspen Village, Aspen, CO 81611 and via teleconference

ITEM NO. 1: Determine Quorum – Call to Order -
Ms. Wills called the meeting to order at 7:16PM and quorum of Directors was declared present.

Directors Present included: Mignon Wills, President, Jay DeWire, Vice President, Valerie Carlin, Secretary/Treasurer, Jeffrey Pogliano, Director and Erik Sweet, Director.

Others Present: Suzanne Roth, Ellen Anderson and Tracy Forristall (via conference call) Jerome Simecek, Hank Hays and Val Loughman of The Romero Group.

ITEM NO. 2: Approval of Agenda

Ms.Carlin made a Motion to approve the Agenda as amended by adding topic of landfill under new business; seconded by Mr. Pogliano.

The Motion passed unanimously.

ITEM NO. 3: Approval of Minutes

Ms. Wills made a Motion to approve Meeting Minutes from July 21, 2020 Board meeting as amended; seconded by Ms. Carlin.

The Motion passed unanimously.

ITEM NO. 4 Public Comment –

- Ms. Anderson – Lot #45 mentioned she had contacted Aspen Police Department, requesting in the future when incidents happen around Aspen Village area there is a press release. She mentioned an incident that happened at the Woody Creek Gas Station and there was not any information released. She also mentioned she wants to make sure Management sends a notice to all residents when any landscape chemicals are being applied. Management stated normally this protocol is followed, however, the recent weed control application a notice was not sent.
- Mr. Ritter – Lot #146 mentioned he would like to see the open space irrigated as soon as possible, with the current fire danager in the area and state. There was discussion on flooding the open field once a months during the dry season and if you don't use the water rights, they could possibly be lost. Management was directed to open the ditch immediately. Management said they would send notice to residents and have the ditch and open space irrigated by July 20th.

ITEM NO. 5: Board Comments: - There were no board comments

ITEM NO. 6: Financials: Ms. Forristall went over the financials as of June 30, 2020 and noted the current assets total was $459,908; accounts payables amount of $33,432 had all been paid. Ms. Forristall noted the Metro District received a grant of $49,075 from the Corona Virus Relief Fund (CVRF), which was applied for by 450 applicants and only 150 applicants received the grant to assist with extra expenses incurred and not budgeted to comply with COVID-19 restrictions. Ms. Forristall noted 2020 expenses over budget currently are Towing &

Parking Enforcement, Landscaping, Roadway repairs and Storage Lot expenses. Net Income totaled $202,077 which reflects a positive variance of $48,014.

ITEM NO. 7: Manager's Report / Old Business:

a. Wastewater Treatment Plant Merrick Proposal – Mr. Hayes stated the proposal from Merrick was received and to produce preliminary engineering documents the cost is estimated at $55, 000. Mr. Pogliano mentioned the firm has a lot of experience and is the right direction to proceed for the District. Mr. DeWire agreed with Mr. Pogliano suggestion. The board directed management to notify Martin and Martin of the District's decision to terminate their services.

> *Ms. Wills made a Motion to move forward with hiring Merrick Engineering to provide services for the replacement wastewater treatment plant project; seconded by Ms. Carlin.*
>
> *The Motion passed unanimously*

There was discussion to continue talks with Pitkin County Asst. Manager and ask Donnie Lee to come back and assist in the communication. Ms. Carlin mentioned she would set up a meeting.

b. Parking Patrol Enforcement – Mr. Hayes stated a contract quote was received by 5D Shield. The cost for 3 patrols per week would be $764 and 2 patrols per week would be $510. 5D Shield is available to start service September 1st. Also, a contract quote was received from APEX Security for a cost of $1,195 per month for 3 patrols a week. Other companies reached were not able to provide services based on Aspen Village requirements. Management met onsite with 5D Shield, explained the enforcement rules and discussed reporting that would be received by 5D Shield.

> *Ms. Wills made a Motion to hire 5D Shield for Aspen Village parking enforcement for 2 patrols per week and to start September 1, 2020; seconded by Mr. DeWire.*
>
> *The Motion passed unanimously*

There was discussion on issued parking tickets enforcement for owners not paying. Management stated unpaid fines can be added to the homeowner's property taxes. Also, there was discussion on changing the fines to be 1st offense $30; 2nd offense $60 and 3rd offense or vehicle(s) with prior parking tickets not paid would be towed with no warning.

> *Ms. Wills made a Motion to amend the rules and regulations to include parking fines and change the fines to reflect 1st violation fine $30; 2nd violation fine $60; 3rd violation vehicle would be towed or vehicle with unpaid tickets would be towed; seconded by Mr. DeWire.*
>
> *The Motion passed unanimously*

c. Dogs in Pocket Parks – Management stated a letter was sent to all Aspen Village Homeowner's regarding assistance animals in the pocket parks. The current position of the District regarding assistance animals and per the recommendation of legal counsel is, assistance animals cannot be restricted from parks but must be kept on leash when in public. The District asks that assistance animals do not relieve themselves on neighbor's lots or in the parks. It is the owner's responsibility to pick up any animal waste or a fine of $100 could be imposed. It was stated an owner should report to management, if they notice another owner violating the rules.

d. Street Sign Proposal – Management provided an updated signage proposal from Denver Signs. Discussion by the board determined that signage need to be 24" wide by 12" high rectangle. Management stated Denver Signs would be asked to revise the proposal based on the correct size for the location and address information required on the sign and would review with contractor correct street locations and names.

Ms. Carlin made a Motion to approve the sign proposal upon revisions requested and the project not to exceed $16,000; seconded by Mr. DeWire.

The Motion passed unanimously

e. Schedule meeting Aspen Village Boards Merger / Sunset the HOA - The date determined for both boards to meet was September 8th, 2020 at 7:00PM – 8:00Pm. Management will send out notices and post. Draft proposal will be discussed at the meeting.

ITEM NO. 8: New Business –
a. Watering the Open Space – Mr. Pogliano mentioned to sent out notice to owners to reduce irrigation times and change times to irrigate early or later in the day and not every day.
b. Newsletter Review – Add watering restrictions, mention storage lot stickers are not to be used for 72 hour parking/overnight parking in the late summer Newsletter.

c. Landfill – Staff forward residence
- Mr. DeWire and Mr. Sweet mentioned they will attempt to organize vehicles in the storage lot.

ITEM NO. 9: Executive Session – No Executive Session was required.

ITEM NO. 10: Next Meeting Date – It was determined to save on costs there will not be a meeting in September. The next meeting will be held on October 20, 2020 at 7:00PM.

- Management mentioned the 2021 budget will be sent on or before October 15, 2020 for review.

ITEM NO. 11: Adjournment – The meeting adjourned at 9:42PM.

The foregoing minutes constitute a true and correct copy of the minutes of the above-referred meeting and were approved by the Board of Directors of the Aspen Village Metropolitan District.

10/20/2020
Date of Approval

District Manager
Hank D. Hays

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