

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

WESTGLENN METROPOLITAN DISTRICT

Held: Friday, November 17, 2023, at 11:00 a.m. at 3650 E.  
1<sup>st</sup> Avenue, Suite 200

### Attendance

The regular meeting of the Board of Directors of the Westglenn Metropolitan District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance:

James M. Sullivan  
Michael R. Seeley

Also present were Elizabeth A. Dauer, Seter & Vander Wall, P.C.; Kay Hamel, District Accountant; and Richard Hamel, District Maintenance Supervisor.

### Call to Order

Director Sullivan convened the regular meeting at 11:04 a.m., noting that a quorum of the Board was present and had confirmed their continuing qualification to serve as Directors.

### Disclosure Matters

The Board had been previously advised that pursuant to Colorado law, certain disclosures by the Board members might be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each Board member confirmed the contents of written disclosures previously made, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting. The Directors specifically noted that they are members of a limited liability company that purchased additional ground located in the District on September 30, 1999, in an arms-length transaction. The Board determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

Director Seeley reported he had disclosed his contract to purchase property located within the District, and his association with Brookhill VII, LLC, developers in the District.

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This disclosure is associated with approval of items on the agenda that may affect his interests.

Director Sullivan had disclosed his contract to purchase property located in the District, and his association with Sullivan Group Incorporated, and Brookhill VII, LLC, developers in the District. This disclosure is associated with approval of items on the agenda that may affect his interests.

## Approval of Minutes

Upon motion made, seconded and unanimously carried, the minutes of the October 4, 2023 and October 19, 2023 special meetings were approved as presented.

## Financial Matters / Payment of Claims

Ms. Hamel presented the District's financial report for the period ending October 31, 2023. Director Sullivan inquired of Ms. Hamel who confirmed that all accounting continues to be maintained according to GAAP, there were no unusual transactions during the time period, there were no transactions involving the directors; and, the District remains capable of paying its obligations through 2023. Upon motion made by Director Sullivan, the financial report was accepted as presented.

The Board considered and discussed the date to set the public hearing on the 2024 budget. Upon discussion, the Board determined to set the 2024 budget public hearing for December 8, 2023 at 11:00 a.m.

## Dog Park/Park Improvement Project

The Board discussed the Aztec Consultants proposal and contract for a topographic survey of the Westglenn Park. Director Seeley will follow up regarding the scope of the engagement and the Board tabled approval until the next meeting.

## Attorney Report

Ms. Dauer discussed HB21-1110 website compliance requirements and the deadline of July 1, 2024.

## Park Update/ Maintenance Status Report

Mr. Hamel reported that the aeration in the District is complete. He noted that there will be one more mowing for the year. He also discussed that the District continues to receive UNCC tickets for locates for digging/excavation work.

## Other Business

It was discussed that Brookhill V property is up for sale and that the project may be multi-family residential.

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The Board also discussed availability for December board meetings and determined to continue the discussion at the December 8 meeting.

## Adjournment

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 11:30 a.m.



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Secretary for the Meeting