

# RECORD OF PROCEEDINGS

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

OF THE

WESTGLENN METROPOLITAN DISTRICT

Held: Friday, May 15, 2020, at 3650 E. 1<sup>st</sup> Avenue, Suite 200 Denver, CO 80206

### 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 Sullivan  
Michael Seeley

Also present were Kim J. Seter, Esq. and Elizabeth A. Dauer, Esq., 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 11:05 a.m., noting that a quorum of the Board was present and had confirmed their continuing qualification to serve as Directors.

### Director Matters

Chairman Sullivan administered the oath of office to Director Seeley.

### 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.

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Director Seeley reported he had disclosed his interest as an owner of property located within the District, and his association with Brookhill VII, LLC, developers in the District. This disclosure is associated with approval of items on the agenda that may affect his interests.

Director Sullivan had disclosed his interest as an owner of 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 March 20, 2020 regular meeting were approved as presented.

Financial Matters /  
Payment of Claims

Ms. Hamel presented the District's financial reports for the periods ending February 29, 2020, March 31, 2020, and April 30, 2020. 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 2020. Upon motion made by Director Sullivan, the financial reports were accepted as presented.

Attorney Report

Ms. Dauer reported that she is happy to be back working with the district and excited for all the progress made in her absence on the dog park project.

Park Update/Maintenance  
Status Report

Mr. Hamel reported that the park looks great. He noted that there were utility meter issues, but that they were resolved by Ms. Hamel's contact. He reported that the Builder's Square construction project is fully underway, including water and sewer lines. He stated that the detention pond was gutted and re-landscaped as part of the entrance to the Builder's Square apartment project. Director Seeley requested pictures of the construction at the June meeting.

Mr. Hamel reported that all bollards will be removed soon and replaced with heavier stone.

Director Sullivan requested that legal counsel obtain a survey of the dog park parcel. He noted that he envisions a six- foot green

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or black coated chain link fence surrounding the dog park property.

The directors reiterated their desire for seamless landscaping from the Westglenn park into the Builder's Square apartments. They requested that legal counsel contact Bart French to obtain a copy of the landscape plan for that area. The directors also requested that legal counsel locate the Norris Design landscaping plan.

## Other Business

The directors confirmed that they are available to attend the meeting scheduled for June 19, 2020. They noted that they will not require a presentation from the auditors at the June 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 11:45 a.m.



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Secretary for the Meeting