

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

WESTGLENN METROPOLITAN DISTRICT

Held: Tuesday, October 20, 2020, at 11:00 a.m. at 3650 E.  
1<sup>st</sup> Avenue, Suite 200 Denver, CO 80206

### Attendance

The special 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:

Jim Sullivan  
Michael Seeley

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

### Call to Order

Director Sullivan convened the special meeting at 11:00 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 interest as an owner of 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 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 September 18, 2020 regular meeting were approved as presented.

Financial Matters /  
Payment of Claims

Ms. Hamel presented the District's financial report for the period ending September 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 report was accepted as presented.

Ms. Hamel presented the preliminary 2021 budget for Board review. She discussed the capital improvement fund and projections made for the dog park project.

Upon discussion, the Board determined to set the public hearing regarding the 2021 budget and possible 2020 budget amendment for December 8, 2020.

Dog Park Project

Director Sullivan noted that he has received landscaping plans for the dog park project from Josh Orth with Norris Design. He discussed that District consultants should proceed with investigating a water tap for the project.

Attorney Report

Ms. Dauer discussed the correction quitclaim deed necessary to resolve the legal description matter regarding the director qualification parcel. The revised quitclaim deed from Brookhill III was then executed by its members.

Park Update/ Maintenance  
Status Report

Mr. Hamel reported that the master valve at the main irrigation line has failed; however, it is being fixed simultaneous with the meeting. He noted that the park looks great. Director Seeley

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requested photos of the park to be presented at the November meeting. Mr. Hamel discussed that the construction of the Westglenn Apartments is moving at a rapid pace.

### Other Business

Upon discussion, the Board rescheduled the November meeting of the Board to November 16, 2020 at 11:00 a.m.

### 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