

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

WESTGLENN METROPOLITAN DISTRICT

Held: Friday, April 30, 2021, at 3650 E. 1ST 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, 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 11:05 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.

RECORD OF PROCEEDINGS

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 February 24, 2021 special meeting were approved as presented.

Financial Matters /
Payment of Claims

Ms. Hamel presented the District's financial reports for the periods ending January 31, 2021, February 28, 2021, and March 31, 2021. 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 2021. Upon motion made by Director Sullivan, the financial reports were accepted as presented.

Dog Park Project

Director Sullivan discussed the three bids received to complete the dog park project. He indicated that he preferred the bid from PSI Construction, due to the firm's experience and reasonable pricing. He noted that Ernesto De La Roca will conduct regular maintenance of the dog park. Director Sullivan also explained that the bids were independently reviewed by Josh Orth of Norris Design. Upon motion made by Director Sullivan and second by Director Seeley, the Board awarded the bid to PSI Construction to complete the dog park construction in the amount of \$479,653.50.

Next, the Board considered the Dog Park Construction Agreement. Director Seeley requested additions to the agreement. Upon motion made by Director Seeley, the Dog Park Construction agreement was approved, subject to final revision by legal counsel.

Director Sullivan shared a sample of the turf to be used for the dog park.

Attorney Report

Ms. Dauer presented a draft District synopsis to include on the District website. Director Seeley requested additional

RECORD OF PROCEEDINGS

information from the audit and authorized Ms. Dauer to proceed with placing the information on the website.

Ms. Dauer presented the Special Districts Records Management Manual Resolution and explained the benefits of joining the State Archives' records schedule. Upon motion by Director Seeley, the Special Districts Records Management Manual Resolution was approved as presented. The Board authorized Ms. Hamel to contact Ms. Dauer concerning maintenance of financial records per the State Archives' retention schedule.

Ms. Dauer reported that the District's balance for the Special Districts Association safety and loss prevention grant is \$1,215.62.

Park Update/ Maintenance
Status Report

Mr. Hamel reported that they are turning on the water for the irrigation system today. Director Sullivan requested that Mr. Hamel draft a letter to the Builders Square contractors regarding the tie-in between the two properties. Since construction of the tie-in has been delayed, the Board directed the correspondence to alert Builders Square contractors and developer of the liability in disrupting the park water. Mr. Hamel was also authorized to arrange a meeting regarding same. The Board directed that the developer of Builder's Square be included in the correspondence.

Other Business

The Board cancelled the regular meeting scheduled for May 21, 2021 and rescheduled the meeting for May 28, 2021. Ms. Hamel will invite the District auditors to attend this 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 11:50 a.m.



Secretary for the Meeting