

# RECORD OF PROCEEDINGS

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

OF THE

WESTGLENN METROPOLITAN DISTRICT

Held: Friday, May 28, 2021 at 11:00 am 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:

James M. Sullivan  
Michael R. Seeley

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

(\*Departed where indicated.)

### Call to Order

Director Sullivan convened the special meeting, 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

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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 April 30, 2021 special meeting were approved as presented.

Presentation of 2020 Audit

Mr. Greg Livin of Wipfli LLP presented the 2020 audit. He noted that it was a clean opinion, without material adjustments. Director Sullivan inquired of Mr. Livin who confirmed that all accounting continues to be maintained according to GAAP, there were no unusual transactions in 2020, and, the District remains capable of paying its obligations through 2020. Upon motion made by Director Sullivan, the 2020 financial audit was accepted as presented.

(\*Mr. Livin departed at this time)

Financial Matters /  
Payment of Claims

Ms. Hamel presented the District's financial reports for the period ending April 30, 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 report was accepted as presented.

Dog Park Project

Director Sullivan discussed the recent communication from the City of Westminster concerning the water tap for the dog park construction project, indicating that the City does not support the location of the dog park project.

Director Sullivan directed Ms. Dauer to draft a letter to the City attorney disputing the City's determination.

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Director Sullivan also requested that Ms. Dauer contact the surveyor to request a better definition of the waterline access easement on the dog park parcel.

Attorney Report

Ms. Dauer noted that she had nothing additional to report.

Park Update/Maintenance  
Status Report

Mr. Hamel reported that the City is installing new sidewalks throughout Westminster. This project may have resulted in a disruption of the electric to the irrigation boxes. He discussed that the park looks good, with the exception of some weed mitigation to be completed.

Mr. Hamel stated that he is working to fix the basketball hoop. Ms. Hamel noted that she had received a quote to replace the basketball hoop in the amount of \$3,500. Mr. Hamel noted that Mr. Delaroca is going to try to fix the basketball hoop at no charge.

Mr. Hamel then discussed painting the gazebo rather than powder coating. Director Sullivan noted that he would contact his preferred painters to discuss the project.

Mr. Hamel reported that the trees are doing well, having received enough moisture through two winter waterings and the wet weather.

Other Business

The Board considered the next meeting date and elected to move the June meeting to Friday, June 11, 2021.

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 11:43 a.m.



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Secretary for the Meeting