

# RECORD OF PROCEEDINGS

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

OF THE

WESTGLENN METROPOLITAN DISTRICT

Held: Friday, December 8, 2023, 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:

James M. Sullivan  
Michael R. Seeley

Also present were Elizabeth A. Dauer, Esq., Seter & Vander Wall, P.C.; and Kay Hamel, District accountant (present via telephone).

### 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 contract to purchase 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

# RECORD OF PROCEEDINGS

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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 November 17, 2023 regular meeting were approved as presented.

Financial Matters  
Payment of Claims

/ Ms. Hamel presented the District's financial reports for the period ending November 30, 2023. Ms. Hamel discussed that a principal payment was made on the District's bond debt which is set to be paid off in December 2024. 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.

Public Hearing re Proposed  
2024 Budget

Director Sullivan opened the public hearing on the proposed 2024 budget. Noting that no public were present, he closed the public hearing.

Ms. Hamel reported that the District would not need to amend its budget for 2023.

Ms. Hamel presented the proposed 2024 budget and discussed the mill levy for 2024. Upon motion by Director Sullivan, seconded by Director Seeley, and discussion, the Board approved the 2024 budget as presented, appropriated funds, certified the mill levy, and approved the budget resolution subject to changes to the final assessed valuations to be received from the County Assessor.

Dog Park/ Park Improvement  
Project

Director Sullivan noted that he wanted the aerial photo of the Westglenn Park to be larger. He also directed Ms. Dauer to inquire regarding a potential long-term lease of neighboring property to as an alternative location for the proposed dog park.

Attorney Report

Ms. Dauer discussed HB21-1110 website compliance requirements and the deadline of July 1, 2024. She then presented a proposed agreement for website accessibility

# RECORD OF PROCEEDINGS

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services and management with Streamline. Upon motion made, seconded, and unanimously carried, the Board approved Streamline Platform subscription agreement.

Park Update/ Maintenance There was no park update maintenance presentation.  
Status Report

Other Business The Board determined to set a special meeting for Tuesday, December 12, 2023 at 1:00 p.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 11:33 p.m.



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Secretary for the Meeting