RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

WESTGLENN METROPOLITAN DISTRICT

Held: Friday, January 22, 2021 at 11:00 a.m., 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 in attendance 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 11:20 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.

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 December 8, 2020 and December 18, 2020 special meetings were approved as presented.

2021 Annual Administrative Matters

Ms. Dauer distributed the 2021 director qualification affidavits and updates to general conflict forms.

The Directors reviewed and discussed the draft 2021 Annual Administrative Resolution and the items described therein. Upon motion made, seconded and unanimously carried, the Resolution was adopted without changes, with the board determining to retain its consultants for 2021.

Financial Matters / Payment of Claims

Ms. Hamel presented the District's financial reports for the period ending December 31, 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.

Dog Park Project

Director Sullivan reported that the District received three bids for the dog park construction project in the amounts of $461,000, $463,176, and $479,663.50. Director Sullivan noted that he will meet with the three bidders to discuss their bids and investigate a three-year warranty for the work. He also volunteered to investigate obtaining a water tap. He anticipates that the Board will award the contract at the February meeting. He also noted the board will eventually need to consider the increased scope of work for the District landscaper, Ernesto Delaroca, resulting from dog park maintenance.

	Director Seeley requested that Counsel revise the construction contract to include a clause that all work is contingent upon the receipt of City approvals and water taps.
Attorney Report	None.
Park Update/Maintenance Status Report	Mr. Hamel reported that due to the dry Winter season, the second Winter watering may need to be accelerated. Upon discussion, the Board agreed that Mr. Hamel may authorize additional Winter watering at his discretion. Mr. Hamel reported that all the stolen parts from the backflow preventer have been ordered. He also noted that tree trimming was set to occur in March or April.
Other Business	None.
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 11:58 a.m.

Secretary for the Meeting