

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

WESTGLENN METROPOLITAN DISTRICT

Held: Friday, May 19, 2023 at 11:00 am, at 3650 E. 1<sup>st</sup>  
Avenue, Suite 200, Denver, Colorado 80206

### Attendance

The regular 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; and Greg Livin,\* Wipfli LLP.

(\*Departed where indicated.)

### Call to Order

Director Sullivan convened the regular 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 14, 2023 special meeting were approved as presented.

## Presentation of 2022 Audit

Greg Livin of Wipfli LLP presented the 2022 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 2022, and, the District remains capable of paying its obligations through 2022. Upon motion made by Director Sullivan, the 2022 financial audit was accepted as presented.

(\*Mr. Livin departed at this time)

## Financial Matters / Payment of Claims

Ms. Hamel presented the District's financial report for the period ending April 30, 2023. Ms. Hamel noted that the District's bond debt is scheduled to be fully paid in 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 reports were accepted as presented.

## Dog Park Project

Director Sullivan noted that he will follow-up with Dennis B. Polk, Esq. concerning difficulty with obtaining permits from the City of Westminster for the dog park construction. He noted that he would like to resubmit requests for permits from the City in the coming months.

## Attorney Report

Ms. Dauer discussed that it was been difficult to locate a third-

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party administrator for the carbon capture program. The Board requested that Ms. Dauer continue to search for an administrator and acknowledged that the project may not be a windfall for the District but it is the right thing to do.

Park Update/Maintenance  
Status Report

Mr. Hamel discussed that they are finishing the replacement of 3,000 square feet of grass. He also noted that they are removing two dead trees and grinding down the stumps. The trees will not be replaced.

Other Business

The Directors discussed their availability for the next meeting and determined to hold the meeting on Tuesday, June 20, 2023 at 12:00 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 11:47 a.m.

  
Secretary for the Meeting

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