

# WESTOWN METROPOLITAN DISTRICT

P.O. Box 351929  
3051 W. 105th Avenue  
Westminster, Colorado 80031  
Tel: 303-359-9330

<http://Westownmd.Colorado.gov/>

## REGULAR MEETING AGENDA AND NOTICE

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires / Next Election</u>
Cindy Baldwin	President	2027 / May 2027
William (“Bill”) Whitney	Treasurer	2027 / May 2025
Pamela (“Pam”) Benigno	Assistant Secretary	2027 / May 2025
VACANCY		2025 / May 2025
VACANCY		2025 / May 2025
Lisa A. Jacoby	Secretary	Non-elected

**DATE:** Wednesday, February 21, 2024

**TIME:** 6:00 p.m.

**LOCATION:** VIA ZOOM

You can attend the meeting in any of the following ways:

**1. To attend via Zoom Videoconference, use the following link:**

<https://us02web.zoom.us/j/86453942137?pwd=cm5Gdko2UzFTblCKzFycC8ydjdtUT09>

Meeting ID: 864 5394 2137

Passcode: 726339

**2. To attend via telephone, dial 1-346-248-7799 and enter the following additional information:**

Meeting ID: 864 5394 2137

Passcode: 726339

### **I. ADMINISTRATIVE MATTERS**

A. Confirm quorum. Present disclosures of potential conflicts of interest.

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B. Approve agenda, confirm location of meeting, posting of meeting notices and designate the 24-hour posting location.

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- C. Discuss vacancies on the Board of Directors. Review Candidate Questionnaire(s) received.
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- D. Public Comment - Comments will be limited to three (3) minutes per person.
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## II. CONSENT AGENDA

**These routine items will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board member so requests; in which event, the subject item(s) will be removed from the Consent Agenda and considered in the Regular Agenda.**

- A. Approve Minutes from the November 15, 2023, Regular Board Meeting (enclosure).
  - B. Approve Minutes from the November 15, 2023, Annual “Town Hall” Board Meeting (enclosure).
  - C. Ratify engagement of Colorado CPA Company PC to perform the 2023 Audit.
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## III. FINANCIAL MATTERS

- A. Review and consider ratification and/or approval of payment of claims (enclosure).
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- B. Review and consider acceptance of Unaudited Financial Statements and Statement of Cash Position (enclosure).
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- C. Review and consider acceptance of 2023 Audit (to be distributed).
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**IV. COMMUNITY MANAGEMENT / COVENANT ENFORCEMENT MATTERS**

A. Discuss landscape maintenance matters; prioritize and consider approval of enhancement proposals from High Plains Landscape & Water Systems, LLC (“HPL”).

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B. Discuss and consider matters related to pool opening (enclosures).

1. Discuss and consider repairs/painting of pool storage doors.
  2. Discuss and consider purchase of pool furniture and umbrellas.
  3. Discuss and consider purchase of replacement and installation of ADA pool chair (including additional batteries) (enclosure).
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C. Discuss Covenant Violations matters, including status of Delinquent Accounts referred to Covenant Enforcement Counsel (enclosures).

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1. Discuss frequency of covenant enforcement walks by management.
  2. Discuss potential amendments to the Policies and Procedures Governing the Enforcement of the Protective Covenants of Westown and consider adoption of a Resolution related to same (enclosures – Resolution Nos. 2017-07-01 & 2017-07-02).
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**V. LEGAL MATTERS**

A. Discuss matters related to proposed Comcast services and consider approval of Xfinity Communities Service Agreement (dba Comcast Cable Communications Management, LLC).

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B. Review and consider approval of Service Agreement with Foothills Facilities Maintenance, LLC for Pool / Cabana and Miscellaneous Maintenance (enclosure).

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- C. Discuss potential amendments to the Loan Agreement by and between Westown Metropolitan District and BBVA Mortgage Corporation Pertaining to a Loan in the Aggregate Principal Amount of \$6,700,000 (the “Loan Agreement”).
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- 1. Adjourn to executive session pursuant to Sections 24-6-402(4)(b) and (e), C.R.S., to receive legal advice on negotiations related to potential amendments to the Loan Agreement.
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## **VI. OTHER BUSINESS**

- A. Discuss and consider website options.
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- B. Director Comments.
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## **VII. ADJOURNMENT**

**THE NEXT REGULARLY SCHEDULED BOARD MEETING IS MAY 15, 2024.**