

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</u>
Cindy Baldwin	President	May 2027
VACANCY		May 2025
VACANCY		May 2025
VACANCY		May 2027/2025
VACANCY		May 2027/2025
Lisa A. Jacoby	Secretary	Non-elected

DATE: Wednesday, August 16, 2023

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/82063753416?pwd=dXJkdEdRZ3A3Ui9YaU53UHhwVEVpZz09>

Meeting ID: 820 6375 3416

Passcode: 121029

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

Meeting ID: 820 6375 3416

Passcode: 121029

I. ADMINISTRATIVE MATTERS

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

B. Approve agenda, confirm location of meeting and posting of meeting notices.

- C. Discuss vacancies on the Board of Directors. Review Candidate Questionnaire(s) received (enclosure).
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- D. Public Comment - Comments will be limited to three (3) minutes per person.
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- E. Review and consider approval of Minutes from the May 17, 2023 Regular Board meeting (enclosure).
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II. FINANCIAL MATTERS

- A. Review and consider ratification and/or approval of payment of claims (to be distributed).
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- B. Review and consider acceptance of Unaudited Financial Statements and Statement of Cash Position 2023 (to be distributed).
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- C. Consider appointment of District Accountant to prepare the 2024 Budget. Confirm Public Hearing to consider 2024 Budget for November 15, 2023.
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III. COMMUNITY MANAGEMENT / COVENANT ENFORCEMENT MATTERS

- A. Discuss Committee Matters.
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1. Consider approval of \$500.00 contribution from the District to the food truck event scheduled for September 4, 2023.
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2. Review Landscape Committee Candidate Questionnaires and consider appointment(s) to the Committee (enclosures).
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B. Discuss status of installation of dangerous ice conditions signage.

C. Discuss and consider approval of DACS Proposal for Parking Lot Striping (enclosure).

D. Discuss landscape maintenance matters.

1. Ratify Keesen Landscape Work Order #86757 for 7/11/22 Plant Replacements, in the amount of \$9,989.25 (enclosure).
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2. Ratify approval of Proposal from American Floor Mats for rubber mulch for playground, in the amount of \$8,063.00 (enclosure).
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3. Discuss and consider approval of proposal from High Plains Landscape and Water Systems (“HPL”) for rubber mulch replacement at playground, in the amount of \$4,379.50 (enclosure), and authorize Change Order for same.
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4. Discuss and consider approval of HPL Snow Maintenance services for October 1, 2023 through May 31, 2024 on a T&M basis (enclosure), and authorize Change Order for same.
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5. Discuss and consider approval of proposal from HPL for (4) Tree Replacements on W 64th Place and 64th Place, in the amount of \$3,740.00 (enclosure), and authorize Change Order for same.
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E. Discuss pool matters, including status of signage.

F. Discuss amendment of the Design Guidelines to include a policy regarding alley lighting. Consider adoption of Resolution Adopting the Second Amended Design and Guidelines of Westtown Metropolitan District.

G. Discuss amendment of the Policies and Procedures Governing the Enforcement of the Protective Covenants to include: updated penalties or fines for violations of the short-term rental policy; and a policy prohibiting offensive conduct and provision for updated penalties of fines for violations of the offensive conduct policy. Consider adoption of Resolution Adopting the First Amended Policies and Procedures Governing the Enforcement of the Protective Covenants of Westtown Metropolitan District.

H. Discuss Covenant Violations matters, including status of delinquent accounts referred to Covenant Enforcement Counsel.

I. Discuss status of insurance claim against driver related to monument sign and tree damage.

1. Ratify approval of DaVinci Sign Systems Agreement for Monument Sign Repair for the amount of \$37,927.00 (enclosure).
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2. Consider approval of HPL of tree replacement proposal for an amount of \$850.00 (enclosure), and authorize Change Order for same.
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IV. LEGAL MATTERS

- A. Discuss legislative changes.
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1. Impact of Annual Meeting (“Town Hall”) requirement.
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2. Potential impact on 2024 Budget process, and strategy.
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V. OTHER BUSINESS

- A. Director Comments.
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VI. ADJOURNMENT

The next Regular Meeting / Budget Hearing is scheduled for November 15, 2023