

# WESTOWN METROPOLITAN DISTRICT

650 Glen Creighton Dr. #160

Dacono, CO 80514

Tel: 720-827-2683

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

## REGULAR MEETING AGENDA AND NOTICE

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

**DATE:**        **Wednesday, August 21, 2024**

**TIME:**        **6:00 p.m.**

**LOCATION**    **Via Zoom**

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

1. Join Zoom Meeting:

<https://us02web.zoom.us/j/89891608466?pwd=bGFGNU0vY2ZWUGJ5a3lkMGVySnBIZz09>

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

Meeting ID: 898 9160 8466

Passcode: 386060

### **I. ADMINISTRATIVE MATTERS**

- A. Confirm quorum. Present disclosures of potential conflicts of interest.
- B. Approve the agenda, confirm meeting location, posting of the meeting notice, and designate 24-hour posting location.
- C. Consider the appointment of officers.

President:

Vice President:

Treasurer:

Secretary:

Assistant Secretary:

Assistant Secretary:

- D. Public Comment - Comments will be limited to three (3) minutes per person.

## II. CONSENT AGENDA

**These routine items will be approved 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 May 15, 2024 Regular Board Meeting (enclosure).
- B. Approve Minutes from the June 5, 2024 Continued Regular Board Meeting (enclosure).
- C. Approve Minutes from the July 9, 2024 Work Session (enclosure).
- D. Ratify approval of Street Striping Services provided by Armstrong Sweeping, Inc., at a cost of \$595 (enclosure).
- E. Ratify approval of Street Striping and Sign Relocation/Removal, provided by Mountainside Striping Co., L.L.C., at a cost of \$1,375 (enclosure).
- F. Ratify approval of obtaining ADA/FHA Policy and Procedure for Reasonable Accommodation and Modification Requests from Altitude Law, at a cost of \$495.

## III. LEGAL MATTERS

- A. Discuss scope of volunteer-related services/duties being performed for the District.
1. Discuss Volunteer Accident Insurance coverage of the District.
- B. Discuss ADA pool building accessibility matters. Discuss and consider approval of the proposal from and service agreement with D.H. Pace Door Services to modify or replace the existing pool gate to be ADA accessible, at the cost of \$6,208 (enclosure).

- C. Consider the approval of the Resolution of Westtown Metropolitan District Adopting Policy and Procedure for Reasonable Accommodation and Modification Requests.
- D. Discuss the repainting of Westtown buildings.
- E. Discuss amending the Covenant Enforcement Policy to reflect the changes mandated by HB 24-1267.
- F. Discuss website compliance, statutorily required documents posted on the website and consider remediation services.
- G. Discuss idea/request to create a committee to assist elderly or disabled homeowners with repairs or household chores.
- H. Adjourn to Executive Session for legal advice (if necessary).

#### **IV. FINANCIAL MATTERS**

- A. Review and consider ratification and/or approval of payment of claims (enclosure).
- B. Review and consider acceptance of Unaudited Financial Statements and Statement of Cash Position (enclosure).
- C. Discuss and consider scheduling of a Budget Work Session.
- D. Confirm the date for the Public Hearing to adopt the 2025 Budget for November 20, 2024, at 6:00 p.m., to be held via Zoom.
- E. Consider the date and time for the 2024 Statutory Annual (“Town Hall”) Meeting to be held via Zoom. Proposed at 5:30 p.m. on November 20, 2024.

#### **V. COMMUNITY MANAGEMENT / COVENANT ENFORCEMENT MATTERS**

- A. Review Community Manager Report (enclosure).
  - 1. Discuss covenant violation matters, including the status of delinquent accounts referred to Covenant Enforcement Counsel.
- B. Discuss landscape and snow removal matters:
  - 1. Consider approval of High Plains Landscape & Water Systems, LLC (“HPL”) Service Agreement for Snow Removal.

2. Discuss and consider landscape maintenance matters; prioritize and consider approval of enhancement proposals from HPL.
  3. Schedule fall landscape walk.
- C. Discuss the status of river rock improvements between condo buildings.
  - D. Discuss concrete repairs and mud jacking estimates from DACS Asphalt and Concrete for \$9,788; or the concrete leveling proposal from A-1 Concrete Leveling North Denver, LLC, d/b/a A-1 Concrete Leveling and Foundation Repair, for \$4,100 (enclosures).
  - E. Discuss and consider amending the Resolution of the Board of Directors of Westown Metropolitan District Regarding Parking Rules and Regulations to include a policy on moving companies' storage boxes parked on the street and in parking spaces.
  - F. Discuss the trashcan and doggie station location between Buildings 15423 and 15369 and consider the approval of a bin added to the doggie station at a cost of \$115.

**VI. DIRECTOR ITEMS**

- A. Discuss concerns regarding insect activity at the pool.
- B. Director comments.

**VII. ADJOURNMENT**

**THE NEXT REGULARLY SCHEDULED BOARD MEETING / BUDGET HEARING IS  
NOVEMBER 20, 2024**