

RECORD OF PROCEEDINGS

**MINUTES OF A SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF
DANCING WILLOWS METROPOLITAN DISTRICT
HELD
December 3, 2014**

A special meeting of the Board of Directors of the Dancing Willows Metropolitan District was held on December 3, 2014 at 6:30 p.m., at Dancing Willows Club House, 11893 West Long Circle, Littleton, CO. 80127

ATTENDANCE

The special meeting of the Board of Directors of the Dancing Willows Metropolitan District was called and held, as shown, in accordance with Colorado law. The following directors were present:

Robert E. Vaninger Jr.
Susan Root
Nancy Carson
William Anderson
Bobby Thomas

Also present :

James McGrady, of Community Resource Services District Manager and Secretary.

CALL TO ORDER

Meeting called to order at 6:30 p.m. Introductions of the Board and community members were made.

**DISCLOSURE OF
POTENTIAL CONFLCTS
OF INTEREST**

None.

ADMINISTRATIVE ITEMS

Agenda: Mr. McGrady presented the board with the agenda. Agenda was amended to add the Change of day to Wednesday, December 3, 2014. Change made to IV. Action Items H and I. The agenda had the address incorrectly recorded as W. Gould Loop and should be changed to Gould Loop. Add to

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Discussion Items VI. The board would like to purchase a Coffee Urn, table and chairs. The modification to the clubhouse will have a 2015 start date and to strike Item C. Additionally add to Discussion Items the procurement of "No Parking" signs for the Clubhouse. Upon motion by Director Vaninger and seconded by Director Anderson, the board voted unanimously to approve the amended agenda as presented.

Minutes: The minutes of October 7, 2014, Special Meeting was presented to the Board. Upon a motion by Director Vaninger and a second by Director Anderson, the Board voted unanimously to approved said minutes as presented.

FINANCIAL ITEMS

Review and Approve Pending Expenditures: Upon a motion by Director Anderson and seconded by Director Carson the Board voted unanimously to approve payment of expenditures.

Mr. McGrady discussed the Xcel invoice, after discussion the Board directed CRS to send the invoice to Remington Homes for reimbursement for repairs made to the Excel electric cable. CRS is to research any additional charges associated with the repairs to Excel facilities.

Financial Statements: Manager McGrady reviewed the financial statements. Upon a motion by Director Root and seconded by Director Anderson the Board voted unanimously to approve the Financial Statements as presented.

Public Hearing to Adopt 2015 Budget: President Vaninger Opened the public Hearing and Manager McGrady presented the proposed 2015 budget.

Public Comments: The District should ensure that we have enough insurance to cover potential repairs to the clubhouse based on information that the insurances for the townhomes has gone up considerably.

Concern about hail damage and suggestions made to have the Clubhouse roof and other Dancing Willows roofs inspected for damage. The Board commented that the District is covered by

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the SDA which has more favorable coverage and rates.

Mr. Bristol questioned the Audit amount. The Board pointed out that the budget indicates Accounting sum is less and therefore the Audit and Accounting are the same as in 2014.

There being no further public comments the public hearing was closed. Upon a motion by Director Anderson and a second by Director Thomas, the 2015 Budget was accepted with modification to the pool bid by Apollo which was received recently. The Board voted unanimously to adopt the 2015 Budget as presented.

ACTION ITEMS:

Action Item A: After review of the Audit Engagement letter Between the Dancing Willows Metropolitan District and Simmons and Wheeler, P.C. Upon motion by Director Carson and second by Director Root, the Board voted unanimously to approve the Audit Engagement as presented.

Action Item B: After review to adopt Resolution 2014-07 Certified Records of Proceedings for Budget, Certify Mills Levy Appropriation 2015 Expenditures. Upon motion by Director Thomas and second by Director Anderson, the Board voted unanimously to approve Resolution 2014-07 as presented.

Action Item C: After discussion to adopt Resolution 2014-06 Annual Administrative Resolution, the Board approved moving the meeting to the Second Thursday of the month. Upon motion by Director Root and second by Director Carson, the Board voted unanimously to approve Resolution 2014-06 as presented.

Action Item D: Review and Approval of Resolution 2014-05 Address Parking Enforcement Issues. Residents expressed the following concerns regarding the parking enforcement. If the Townhome HOA towed a non-resident car and damage occurred to the vehicle a possible legal suit could be filed and the district does not have sufficient funds set aside to pay for legal fees that could be incurred and could result in a special assessment. Discussion that the District will manage all of the streets, Gould Loop and Tract A but once a vehicle is outside of Right of Way that would be an HOA issue. After further discussion the District will have parking enforcement on Track A. Director Root would like to address other issues in the Service agreement including snow removal on the sidewalks

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around patio homes (Gould Loop) and maintenance of the monument near the park. If these issues are not going to be addressed by the service plan possibly some of these duties could be officially delegated to the HOA's. The District will look into a separate agreement in 2015. Motion made by Director Anderson modified by changing the word "of" to "by" in paragraph 2, last line accepted. Upon motion by Director Anderson to accept Resolution 2014-05 and second by Director Root, the Board voted unanimously to approve Resolution 2014-05 as modified.

Action Item E: Review and approval of Resolution 2014-08 Adopting Parking Regulations for Dancing Willows Metropolitan District. Director Vaninger suggested changing the wording "of" to "by". Resident Greg Root, a former police officer, pointed out there is no time lines defined in Exhibit A. and paragraph 1.2 needs to be defined. Director Thomas agrees. The District may need to go to a Parking Permit System to keep non-residents from parking in the community. The Board feels that Exhibit A will need additional revisions and modification in the future, but until these modifications are made, Exhibit A is acceptable. Upon a motion by Director Carson and second by Director Anderson, the Board voted unanimously to accept Resolution 2014-08 as modified.

Action Item F: After discussion, motion to approve seven (7) month contract with Keesen Landscape Management in the amount of \$4,828.00 with the addition of deep root watering. Upon motion by Director Root and second by Director Thomas, the Board voted unanimously to approve agreement.

Action Item G: Review and approve Snow Removal Agreement with Keesen Landscape Management. Director Anderson suggested changes to the snow removal depth to six (6) inches for October and April, three (3) inches in Novembers, December, January and February and four (4) inches in March. Mr. Keesen suggested the District consider Ice Slicer. The Board discussed who will notify Keesen Landscape Management regarding "call in" on sanding and ice slicer. Director Vaninger and Director Anderson are the primary points of contact and Mr. McGrady will be the third contact. Upon motion by Director Root, and second by Director Anderson, the Board voted unanimously to approve the Snow Removal Agreement.

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Action Item H: Review and Approval of Keesen Landscape Management Work Order #24545 Rain Sensors. Upon motion by Director Root and second by Director Carson, the Board voted 4 in favor and 1 against.

Action Item I: Review and Approval of Keesen Landscape Management Work Order #24671 Landscape Enhancements Service (materials). The Board discussed the amount of \$3,342 for the fence beds along the back side and \$1,047 for the fence beds behind the monuments. Upon motion by Director Thomas and second by Director Anderson, the Board voted unanimously to approve Work Order #24671 for work installing fence beds and associated sprinkler head relocations. The proposal to landscape near the monuments was tabled until a final decision on the replacement of the monuments is made.

Action Item J: Review and approval of Keesen Landscape Management Work Order # 18348 (replacement plants). Upon motion by Director Thomas and second by Director Root, the Board voted unanimously to approve Work Order #18348.

Discussion and motion to accept two (2) contract agreements with Apollo Pool with the exception of the toilet paper. Upon motion by Director Anderson and second by Director Thomas, the Board voted three (3) in favor and two (2) against for the two year proposal which locked in costs for Labor only for two years and is subject to appropriation in 2016 per TABOR.

LEGAL ITEMS:

None.

DISCUSSION ITEMS

Item A: Approve up to \$5,000 for expenditures to install a cabinet, stove and ventilation in the Clubhouse. Upon motion by Director Anderson and second by Director Root, the Board voted unanimously to approve expenditures. This work will be done in 2015.

Item B: Discussion on the proposed Monument Restoration. Director Anderson suggested no changes are necessary and proposed a community survey with the options of no changes and two monument designs. Sign-O-Roma will hold its quote through spring of 2015. The Board suggested continuing reviewing proposal from Keesen Landscape Management. A

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special meeting date for February 5, 2015 has been set for discussion on Bond Refinancing and the Monument. Because Director Thomas is heavily invested in the original monument, Directors Carson, Root and Vaninger will assist in obtaining alternative monument designs. Upon a motion by Director Anderson and second by Director Root, the Board approved a special meeting on Thursday, February 5, 2015.

Item C: Review and discussion of Clubhouse parking signs to be installed. The cost to the District is approximately \$100.00. Upon a motion by Director Carson and second by Director Root, the Board voted unanimously to approve parking signs.

Director Anderson briefed the Board on discussions with Remington Homes.

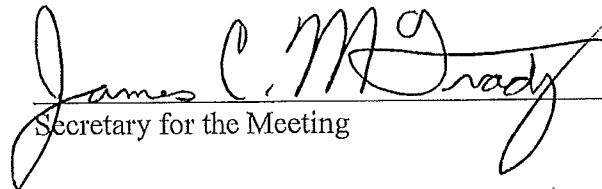
DIRECTOR'S ITEMS

None.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made, the meeting was adjourned at 9:42 p.m.

Respectfully submitted,


Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL
DECEMBER 3, 2014 MINUTES OF THE DANCING WILLOWS
METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS.