

# RECORD OF PROCEEDINGS

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF DANCING WILLOWS METROPOLITAN DISTRICT HELD THURSDAY, JUNE 14, 2018

A regular meeting of the Board of Directors of the Dancing Willows Metropolitan District was held on June 14, 2018, at 6:30 p.m., at the Dancing Willows Clubhouse, 11893 W Long Circle, Littleton, CO 80127.

**ATTENDANCE** The regular 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:

### BOARD MEMBERS:

- Bobby Thomas, President
- Robert Faiks, Vice President
- Nancy Carson, Secretary
- Bob Wessels, Treasurer
- Lee Jennings, Director

### PUBLIC ATTENDANCE:

- Sue Blair, Angie Kelly, and Marcos Pacheco; CRS of Colorado; District Manager
- Jim Newell; HOA
- Susan Root; Resident
- Wayne Tracy
- Bill Anderson
- Patricia Keller
- Jo Wessels
- Bill & Linda Clore
- Carol Swomley
- Laurel Morris
- Jim Wilson
- Jack & Gayle Baker
- Donna Thomas
- Sheryl Goldson
- Jon & Gloria Stenemetz
- Judy Jennings
- Kay Jackson
- Irene Jackson
- Fayre Ruszczyk
- Terri Holland
- Clint Flynn
- Barbara Bergonz

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- Jim & Rita McCall
- Richard Melennar
- Bob Carson
- Linda Rohlman

## CALL TO ORDER DISCLOSURE OF CONFLICTS OF INTEREST

The meeting was called to order by Director Thomas at 6:35 p.m. There were no potential conflicts that were disclosed.

## AGENDA APPROVAL

Director Thomas moved to approve the agenda as amended, with the change of moving section 4D before 4C. Upon a second by Director Carson, a vote was taken and the motion carried unanimously.

Director Thomas gave welcoming remarks to the new Board members and thanked Ms. Root and Ms. Swomley for their service to the District.

## 2018 ELECTION

Election of Officers: Nominations were received to nominate Bobby Thomas as President, Robert Faiks as Vice President, Bob Wessels as Treasurer, Nancy Carson as Secretary, and Lee Jennings as Director. Upon a second, vote was taken and motion carried unanimously.

Oaths of offices were administered prior to this meeting and filed with the State of Colorado and the Jefferson County District Court.

## INITIAL PUBLIC COMMENT

No public comment was heard.

## DIRECTOR'S ITEMS

Committee Assignments & Appointments: Director Thomas outlined current committee members and asked for additional volunteers.

Request for the Installation of Parking Blocks on W. da Drive: Jim Newell stated to the Board that the lack of parking blocks allows cars to park on the ramp and damage the concrete and railing. Director Wessels commented that he thinks that this is a reasonable request and Susan Root asked the Board about the cost of this project. The approximate cost is \$120 per parking block. Director Jennings moved to approve the purchase and installation of three (3) parking blocks. Upon a second by Director Wessels, a vote was taken and the motion carried unanimously.

Pool Rules and Enforcement: Wayne Tracy told the Board that the Pool Rules are not consistent on the website and the signs posted at the pool. He also noted that the hot tub has a sign but the rules are not enforced about younger kids being able to enter the hot tub. Director Faiks

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proposed an amendment to the pool rules. After discussion, Director Faiks moved to adopt that no children under the age of 12 can be in the hot tub at all. Upon a second by Director Jennings, a vote was taken and the motion carried unanimously. Discussion took place regarding guests needing to be accompanied by a resident. Director Faiks moved to change the pool rules to state that immediate family members need not be accompanied by the resident but all other guests do need to be accompanied by the resident of which they are a guest. Upon a second by Director Thomas, a vote was taken and the motion carried unanimously. A laminated copy of the pool rules will be posted at the pool for reference. Discussion also took place regarding rule enforcement. If residents notice an issue at the pool, especially after hours, please contact Robert Faiks to handle the situation.

Pool Oversight and Access: Director Faiks explained that he is looking to assign District Representatives to enforce pool rules and they will be given a card saying such. Also, access with keys vs. key cards was discussed. Bids were presented to the Board ranging from \$10k to \$20k for the conversion to key cards (or fobs). While the Board feels 'this is productive because information can be gathered about who is accessing the pool, the times people enter, etc., they were not ready to take action. More bids will be gathered and further discussion will take place.

Road Improvements: Director Thomas explained to the Board what repairs were being proposed in the bids. Crack sealing is a proactive way to prolong the life of the road and the Board felt that it is important to complete this year. Repair and replacement was also discussed with the raising of two (2) manholes. Director Jennings moved that the Board approve the bid of \$54,066 for removal and replacement of asphalt. Upon a second by Director Wessels, a vote was taken and the motion carried unanimously. Director Jennings moved to approve the \$33,784 Brown Brothers bid to complete the crack seal work on the alleys and roads, with the stipulation that costs will be minimized if possible. Upon a second by Director Carson, a vote was taken and the motion carried unanimously. A third bid has not been submitted but was discussed regarding the curb at the end of Long Circle. Water collects at this area and is degrading the retaining wall behind it. Two options were discussed with Brown Brothers and bids will be submitted to the Board once received.

Bid to Paint Exterior of Clubhouse, Pool House, and Associated Railings and Trellis: Discussion took place regarding the CertaPro bid to repaint the clubhouse, railings, trellis, etc. The request was made by Director Jennings that they use Duration Paint instead of the proposed type of paint. Director Faiks moved to paint the fence only at a cost of \$3,621.

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Upon a second by Director Thomas, a vote was taken and the motion carried unanimously.

Reimbursements of Landscape Committee: Discussion took place about the process to reimburse Ms. Swomley for the landscape costs. Providing a credit card to Ms. Swomley was also discussed. The decision was to leave the process as it is now and reevaluate at the end of the year.

GOCO Grant Process: Director Thomas reviewed the status of the GOCO Grant request. Director Thomas and Susan Root have worked to put together a set of ideas that could be incorporated into the GOCO Grant request. This would be done in collaboration with Foothills Parks & Recreation. The next step in the process would be to hire a landscape architect to draft a formal set of drawings. Bids were provided to the Board for this work. Discussion followed about funding this project and the lack of money budgeted. Therefore, the decision was made to put the project on hold until the proper funds were allocated.

### MANAGER'S ITEMS

Ms. Blair reviewed the Manager's Report with the Board. She also commented that the Governor vetoed the bill allowing out-of-state voters to vote in Colorado's Special District elections. Director Wessels would like to re-schedule the next regular meeting (September 13<sup>th</sup>) for Thursday, September 27<sup>th</sup>. No decision was made and the Board will send Ms. Blair dates they are available for this meeting.

SDA Conference: The SDA Conference is scheduled for September 12-14. Director Carson noted she might go to the SDA Conference. No other Directors will be attending.

Upon motion duly made by Director Carson and seconded by Director Jennings, and upon vote, the minutes of the March 21, 2018 special meeting, were approved.

Review and Approve Ratify Payment of Claims: After review, upon a motion by Director Faiks and a second by Director Thomas, the Board voted unanimously to ratify the March 15, 2018 claims totaling \$43,590.31 represented by check numbers – 2313 - 2340 and approve the current June 14, 2018 claims of \$14,395.36 represented by check numbers – 2341 – 2346 and auto payments to Xcel Energy for \$ 1,797.79 and Century Link for \$96.27 as presented.

Review Financial Statements: Ms. Blair reviewed the financial statements for the period ending May 31, 2018. After review, upon motion duly made, seconded and, upon vote, unanimously carried, the

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Board accepted the financial statements as presented.

Acceptance of 2017 Draft Audit: Ms. Blair reviewed the audit with the Board. Director Jennings moved to approve the acceptance of the audit, subject to final auditor review. Upon a second, by Director Carson, a vote was taken and the motion carried unanimously.

Public Hearing to Adopt 2017 Budget Amendment: Director Thomas opened the Public Hearing to Amend the 2017 Budget at 8:58 p.m. Ms. Blair explained the changes being made to the 2017 budget. With no public comment, the hearing was closed at 9:00 p.m. Upon a motion by Director Thomas, seconded by Director Jennings, the Board voted unanimously to approve the resolution to amend the 2017 Budget.

## COMMITTEE REPORTS

Landscaping: Director Thomas reported that there was an excellent community turnout for flower planting.

Fence/Monument Committee: Director Jennings commented that everything looks great.

Pool Committee: Director Faiks will obtain prices for the water heater that broke.

Streets, Sidewalks, Underdrains: Director Wessels provided a handout regarding a proposed committee to investigate the swales and gutters around the community.

Clubhouse Committee: Director Carson reported that the carpet will be replaced with a date for the replacement that is yet to be determined. Also, resident Kay Jackson has scheduled an event at the Clubhouse with food trucks on July 13<sup>th</sup>. All residents and families are invited to attend.

Communications Committee: Director Wessels noted that comment cards were available at the meeting for residents to share thoughts about the community. Also, a new email system is being discussed to better communicate with residents.

## HOA REPORTS

Finance and Audit Committee: Nothing new to report at this time.

There were none.

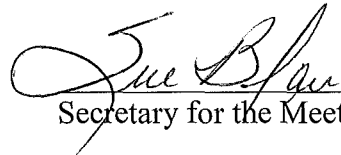
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ADJOURNMENT

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 9:21p.m.

Respectfully submitted,

  
Secretary for the Meeting