

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF DANCING WILLOWS METROPOLITAN DISTRICT HELD THURSDAY, MARCH 14, 2019

A regular meeting of the Board of Directors of the Dancing Willows Metropolitan District was held on March 14, 2019, 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:

In attendance were Directors:

Bobby Thomas, President
Robert Faiks, Vice President
Bob Wessels, Director
Lee Jennings, Secretary

Absent was Director Nancy Carson, whose absence was excused.

Also in attendance were:

Sue Blair, and Marcos Pacheco; CRS of Colorado; District Managers
Bill Bristol
Linda Davis
Greg and Susan Root
Carol Swomley
David Marker
Donna Thomas
Jo Wessels
David Marker
Bill Clore
Carol Flynn
Judy Jennings
Kay Jackson
Mary Coyle
Rita and Jim McCall
Linda Rohlman
Linda Stearns
Sandy Guidry
Ron & Terri Wheat

CALL TO ORDER DISCLOSURE OF CONFLICTS OF INTEREST

The meeting was called to order by Director Thomas at 6:30 p.m. There were no potential conflicts of interest that were disclosed.

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AGENDA APPROVAL

The Board requested the following additions/revisions be made to the agenda: Add: Pool Report; Street Committee Report; Landscape Committee Report, Candace Pearson Request; and revise Director's Items (a) to Review and Consider Proposals for Extension of Retaining Wall by Clubhouse. Director Faiks moved to approve the agenda as amended. Upon a second by Director Thomas, a vote was taken and the motion carried unanimously.

INITIAL PUBLIC COMMENT

Susan Root and Jo Wessels reported on the good amount of positive feedback received on the new Dancing Willows United news bulletin, the Dancing Willows United. Mrs. Wessels noted that Susan Root, Nora Ruppert and herself are working well together and have divided responsibilities between distributing the news bulletin, offering feature stories, coordinating community surveys, updating the contact list, and offering assistance in video making. Susan Root noted that the Dancing Willows United is a community news bulletin that will be sent out to Dancing Willows residents when neighborhood news needs to be shared and in the case of any emergency situation. When distributed, the Dancing Willows United news bulletin will typically be sent out close to the end of the first week of the month.

David Marker reported that he has contacted Foothills regarding the tripping hazards on sections of sidewalk in the open space. To date, the hazards have not been repaired by Foothills. Mr. Marker has asked the Board to also reach out to Foothills Park and Rec. Director Jennings noted that Bill Bristol had walked the property last year and marked all trip hazards in the community including the areas noted. Director Thomas stated that he would reach out to Foothills to determine the status of the repairs.

Mrs. Wessels on behalf of the Communication Committee asked that a speaker give their whole name first for record prior to addressing the Board.

FINANCIALS

The Board ratified the claims represented by check nos. 2403 - 2427, totaling \$86,062.78. Director Faiks moved that the Board approve as presented. Upon second by Director Jennings, vote was taken and motion carried unanimously.

The Board reviewed the current claims represented by check nos. 2428 - 2439, totaling \$15,545.37 and check no. 2440 totaling \$4,166.00 (balance of 1/3 payment due on the spa remodel contract). Director Faiks moved that the Board approve the claims as presented. Upon second by Director Jennings vote was taken and motion carried unanimously.

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Ms. Swomley stated that the SaveATree has completed their work and the trees look great. Payment can be released.

Ms. Blair reviewed the financial statements and cash position with the Board, noting that to date \$52,371 had been transferred to the Capital Fund to offset the Brown Brothers payment. Mr. Bristol asked why the full \$300,000 that was budgeted was not transferred. Ms. Blair stated that typically funds are transferred periodically throughout the year and that by the end of the year the full \$300,000 would be transferred. Ms. Blair asked the Board if they wanted the full transfer to be made at this time. Following discussion, the Board stated to go ahead and transfer the balance of the budgeted transfer from the General Fund to the Capital Fund. Director Wessels requested two line items be added to the Capital Fund sheet on page 8 of the handout under "Expenditures". A. an \$11,000 line item for the L.T. Environmental engineering design study now underway. B. a \$39,000 (placeholder) line item for curb and gutter construction.

COMMITTEE REPORTS

Website Update: Director Wessels thanked CRS for their hospitality in hosting him to discuss the District's web site and highlighted some of the updates the District and Board would like to see. He met with Rhonda Bilek and Tanner Munson at CRS. After discussion, the Board requested that the minutes be posted in draft form to the web site watermarked draft – subject to change. The minutes will be provided to the Board within two weeks after the meeting for review and comment prior to posting on the District's website. Additionally, they requested that unaudited monthly financials also be watermarked as draft and posted to the website. Director Wessels will provide CRS with a thumb drive containing the 20-year plan and budget presentation from last fall for posting as well. Director Faiks suggested that there be a link to the DOLA website.

Engineering Committee – Director Wessels presented an executive summary of the design study performed by L.T. Environmental for the Garage Access Project. L.T. Environmental conducted a street site survey, identified sections for removal and replacement, developed standard detailed drawings (A, B and C) for the new curb design and provided a review of the six construction proposals received.

After extensive discussion, Director Wessels moved that Legacy, Nu-Look Driveways, The Concrete Company and Liftech be notified to resubmit bids to accommodate several changes including:

1. the use of 4,500 PSI concrete
2. additional driveways to be identified to eliminate "serpentine" water

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flow lines

3. addition of road base with compaction where required
4. use of a saw cut at the asphalt to existing curb and gutter interface to preclude asphalt damage
5. each construction contractor to receive standard detailed design drawings A, B and C and implementation location map

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

Director Thomas suggested a letter be sent to all residents inquiring into garage access issues to assess any additional locations beyond the initial ~60 homes identified in the L.T. Environmental Study

Landscape Committee – Ms. Swomley presented the following information: Community Day is May 11th from 9:00 a.m. to 12:00 p.m. May 25 is planned for the annuals to be planted in the front entrance beds. Last week, 42 out of 62 trees were pruned and they look great.

Pool Committee – Director Faiks reported that the phone in the Clubhouse is noted in the District's newsletter as the swimming pool contact phone number. During the pool season, the number will be forwarded to Director Faiks, and during the off-season it will be forwarded to CRS. Director Faiks stated that the progress with coordinating the stamped keys with the property address is going well. 119 keys have been returned. A proposal to re-key the locks may be presented to the Board next year. Director Thomas stated that Comcast will not install internet in the Clubhouse since it is not considered residential. Ms. Blair reported that Century Link would provide an insufficient 20 megs max at a monthly cost of \$80.00.

DIRECTOR'S ITEMS

Retaining Wall Landscape Proposals – Director Jennings reiterated that a retaining wall needs to be installed. He reviewed the three proposals received from Keesen, Rocky Mountain Hardscapes and DC2 Services. After discussion, Director Jennings moved that the Board approve the proposal from DC2 Services in the amount of \$4,365.00. Upon second by Director Wessels, vote was taken and motion carried, with Director Faiks abstaining.

Landscaping Issue: Director Thomas reported that delivery trucks are hitting the curb and landscaping turning in from Bowles onto Union and he requested suggestions on how to prevent vehicles from running over the landscape. After discussion, Ms. Swomley suggested that a portion of the landscaping be replaced with concrete and when the District has a concrete truck onsite for other work, to have the section identified be included in the concrete pour.

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Snow Removal – Greg Root addressed the Board on taking over the snow removal on the sidewalks on the Patio Home HOA side of Gould Loop, stating that the District’s service plan states that the District will remove snow on sidewalks. Director Thomas stated that if the Metro Board is going to remove snow from one HOA’s sidewalk, it needs to be fair to the other HOAs. He suggested that a meeting be held with representatives from all the HOAs to discuss snow removal needs for each area and report back to the Metro Board. Directors Jennings and Wessels agreed to schedule and attend this meeting.

Girl Scouts - Director Thomas stated that he was contacted by Candace Pearson regarding the Girl Scouts collection of bags and suitcases for foster children. Ms. Pearson was not in attendance. Ms. Wessels explained the program and stated that the Newsletter will have a link and more information on the project.

Review and Approve December 13, 2018 Minutes – Ms. Blair requested that the Board consider approval with the addition on Page 4 that was emailed to the Board yesterday, which reads as follows: “Director Wessels moved that \$39,000 be designated as a placeholder for curb and cutter construction. Upon second by Director Jennings, vote was taken and motion carried, with Directors Faiks and Carson voting against the motion. “

Director Thomas moved to approve the December 13, 2018 regular meeting minutes as amended. Upon second by Director Jennings, vote was taken and motion carried unanimously.

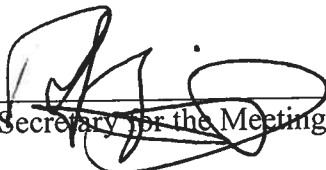
MANAGER’S
REPORT

As requested, Director Jennings received the property inventory from Ms. Blair.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made, seconded and unanimously carried, the Meeting was adjourned at 8:50 p.m.

Respectfully submitted,


Secretary for the Meeting