



RECORD OF PROCEEDINGS

MINUTES OF THE COORDINATED SPECIAL MEETING OF WINDSHIRE PARK METROPOLITAN DISTRICTS NO. 1 AND NO. 2.

HELD

April 15, 2014

The Coordinated Special Meeting of the Boards of Directors (collectively, "Board") of the Windshire Park Metro Districts No. 1 and No. 2, (collectively, the "Districts") was held at the Districts' office, 1927 Wilmington Drive, Suite 101, Fort Collins, Colorado 80528 on Tuesday, April 15, 2014 at 10:30 A. M. The meeting was open to the public.

Attendance

Directors in Attendance:

Dino A. DiTullio

Michael J. DiTullio

Jonathan A. Turner

Jennifer L. DiTullio

Martha F. Turner

Other attendees:

David S. O'Leary- District Counsel,

Guy D. Johnson and Jackie Johnson District Management

Call to Order

The Coordinated meeting of the Boards of Directors of the Windshire Park Metro Districts No. 1 and No. 2 was called to order at **10:30 a. m.** by Director Dino DiTullio, noting that a quorum was present. District Manager, Guy Johnson confirmed that prior to the meeting each of the Directors was notified of the meeting. The Directors in attendance confirmed their qualifications to serve and that they had been notified of the meeting.

Combined Meeting

The Districts are meeting in a combined board meeting. Unless otherwise noted, the matters set forth below shall be deemed to be the actions of the Windshire Park Metro District No. 1, with concurrence by the Windshire Park Metro District No.2.

Notice

Guy Johnson stated that the notice of the meeting was properly posted in five public places in District 2 boundaries and three public places in

District 1 boundaries at least 72 hours prior to this meeting. Notice of meeting and agenda were sent to the Weld County Clerk and Recorder for posting as required by law.

Conflicts of Interest

Guy Johnson noted that Conflicts of Interest for all Directors have been properly filed with the Secretary of State at least 72 hours prior to this meeting disclosing potential conflicts as required by law. These conflicts disclose that Directors Dino DiTullio, Mike DiTullio, and Jon Turner are associated with or are the primary landowners and developer within the Districts boundaries or are spouses to the primary landowners and developer of the Districts. Director Martha Turner and Jennifer DiTullio have ownership of properties within the District Boundaries, and or spouses to the primary landowners and developer of the Districts.

Agenda

The Board reviewed the agenda and a motion was made by Director Dino DiTullio to approve the agenda, which was seconded by Director Mike DiTullio, it was unanimously,

RESOLVED to approve the agenda as presented.

Approval of Minutes

The minutes of the November 12, 2013 meeting were presented and discussed. Upon motion duly made by Director Dino DiTullio and seconded by Director Mike DiTullio, it was unanimously,

RESOLVED to approve the Minutes of the November 12, 2013 as presented.

Public Comments

The Board opened the meeting to Public Comments with no homeowners this portion of the meeting was closed.

Approval/Ratification for District Mgt. to prepare 2015 Budget

Guy Johnson reviewed with the Board that 2015 Budget needed to be prepared and to the Board by October 15, since this date is prior to the next meeting (November 11, 2014) he would approval at this time to prepare the 2015 Budget and present it to the Board by the October 15th deadline. Upon motion duly made by Director Dino DiTullio and seconded by Director Mike DiTullio, it was unanimously,

Budget and to take such further action as necessary to complete and file these documents with the necessary state agencies.

David O'Leary discussed the Cancellation of election, with no new candidates, the elections have been cancelled. Oath of Office would be due May 6th for the current Board Members.

Payables

Guy Johnson presented the Schedule of Payables for November 2013 through March 2014. The payables for November 2013 were

\$29,387.30, the payables for December 2013 were \$23,512.50, and the payables for January 2014 were

\$15,961.36, the payables for February 2014 were \$15,786.32, and the payables for March 2014 were \$22,917.61, with a grand total of **\$107,565.09**. Upon motion duly made by Director Dino DiTullio and seconded by Director Mike DiTullio, it was unanimously, **RESOLVED** to approve and ratify payables for December 2013 through March 2014, totaling **\$107,565.09**.

Financial Report

Guy Johnson reviewed with the Board the Balance Sheet and statement of Revenues and Expenditures through March 31 of 2014. Stated we need to get more money in reserves for long range replacements.

District Counsel Report/Updates

Mr. O'Leary stated that the District Management had handled all necessary filing. Mr. O'Leary had nothing else to present to the board at this time.

District Management Report

Guy Johnson went over a few items with the District.

1. General District items:

- a. Election laws and Governmental liabilities have change, now 350,000.00 and 990,000.00.
- b. Social committee in place at this time, doing great!
- c. Received a few calls about making fence stain mandatory for whole site.
- d. New commercial Vehicle description seems to work. One homeowner with larger bucket truck still unhappy his work truck does not fall into guidelines.
- e. Next scheduled meeting is Tuesday, November 11, 2014 at 10:30 A.M. Will add other dates as needed.
- f. District Bond: District is switching wire transfers from the County and the Town that go to First Bank presently to go directly to Vectra/Zion Bank as required, since they are custodian. All Board Members agreed this was to be done per the Bank Loan Agreement.
- g. District Audits to start May 5th, 2014 on both Districts.

2. Site Work:

- a. FYI: Snow removal within 24 hours of snow.
- b. Ash bore, will spray in the spring.
- c. Walk is going in Tract J between lot 20 and 21 block 7. From Jacoby north to Edenbridge Drive. **Developer is paying for** the walk and portion of the landscape around this new walk.
- d. Non-Potable system shuts down 10/19/13. Will start up in late April. Next year May 15th.
- e. Need to rent CBT for non-potable water for all irrigation in 2014. Need 150 CBT's.
- f. District should budget to buy water rights.
- g. Phase 2; will get stain fence in 2014. Est. \$16,000.00.
- h. Placing pipe under walks for electric line to Holiday lights locations.
- i. D R Horton has left sump pump drainage on District property. Should finish this spring.

- j. Windsor Apartments have paid water tap fee.
 - k. Trees being added by Tanglewood Nursery with spade truck, we will pay for driver and truck.
3. **Web Site:**
- a. Keeping web site up.
4. **Pool:**
- a. ADA requirements: Lift chair in 2014 and wheel chair. **(Estimated cost \$8,500.00.)**
 - b. Adding heating lights to Pump room to help with freezing. Pool house no heaters.
 - c. No Pool agreements to set up with STMD and TRMD. This money has come off the pool budget.
 - d. Pool packets have been e-mailed out.
 - e. Pool area storage. Need to find area to store over the winter.
 - f. Issues with some settlement on the pool deck will need to get corrected. Fixing 12' x 15' area.
Need to add money to reserves for long term replacement of pool/pump house.

Board of Director Jon Turner brought up Timnath Ranch is asking to purchase bulk pool memberships. After discussion on pool and equipment/repairs needed the additional money would help, upon motion duly made by Director Mike DiTullio, seconded by Director Jon Turner, it was unanimously,

RESOLVED to approve and ratify the District Manager to prepare all forms (Membership applications and IGA) to enter in to an IGA with WPMD to sell 70 bulk pool memberships in the amount of \$325.00 each totaling \$22,750.00 to TRMD. (Estimated 120 residents, then average on who will use the pool)

Adjournment

There being no additional public comment or further business to come before the Board at this time, upon motion duly made by Director Dino DiTullio, seconded by Director Mike DiTullio and unanimously carried, the meeting was adjourned at 10:57 A. M.

Respectfully submitted,



04/15/14

Guy Johnson, Secretary for the Meeting