



**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
VISTAS AT WEST MESA METROPOLITAN DISTRICT  
HELD FEBRUARY 10, 2023  
AT 11:00 A.M.**

Pursuant to posted notice, the regular meeting of the Board of Directors of the Vistas at West Mesa Metropolitan District was held on Friday, February 10<sup>th</sup> at 11:00 AM, at 614 N Tejon Street, Colorado Springs, CO 80903, and via video teleconference.

In attendance were Directors:

Jeff Powles, President  
Chris Musselman, Treasurer (excused)  
Slade Nelson, Secretary  
Thomas Pucciano, Assistant Secretary  
Russ Watterson, Assistant Secretary

Also in attendance were:

Kevin Walker, WSDM District Managers  
Heather Smith, WSDM District Managers  
George Rowley, White Bear Ankele Tanaka & Waldron  
Audrey Johnson, White Bear Ankele Tanaka & Waldron

1. Call to Order/Declaration of Quorum: Ms. Smith called the meeting to order at 11:00 AM and confirmed a quorum was present.
2. Conflict of Interest Disclosures: Mr. Rowley advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Rowley reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Rowley noted that a quorum was present and inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.
3. Approval of the Agenda: Director Pucciano moved to approve the agenda as presented; seconded by President Powles. Motion passed unanimously.
4. Public Comment: There was no public comment.
5. Consent Agenda

- a. Approve Meeting Minutes from November 11, 2022: After review, President Powles moved to approve the Meeting Minutes from November 11, 2022; seconded by Director Pucciano. Motion passed unanimously.

6. Legal Matters

- a. Discussion of Service Plan Amendment Submittal: Mr. Walker reported the disclosures have been re-signed and all outstanding items have been resolved. The Service Plan Amendment is on the City Council Consent Calendar for Tuesday, but Mr. Walker anticipates the item will be called off as it was last time. Mr. Walker noted he is unsure of what Mr. Hoyle's specific objection is, but he does expect a fair hearing at City Council.
- b. Status of Signed Owner/Purchaser Disclosures: There was no additional discussion.

7. Manager's Report

- a. Board Email Accounts: Ms. Smith discussed the new board member email accounts created by WSDM. She noted they were created as an alternative to board members using personal email accounts due to the potential exposure from CORA requests. WSDM is helping to monitor the emails to be sure nothing is missed. President Powles commented that he is still working on this internally with Lokal IT to create district specific emails for Lokal staff, but the time being the Board will utilize the email accounts created by WSDM.

8. Financial Matters:

- a. Other Bond Matters: There was no discussion.
- b. Payment of Claims: Ms. Smith presented the Payment of Claims. President Powles moved to ratify the approval for the Payment of Claims; seconded by Director Pucciano. Motion passed unanimously. President Powles will be the sole invoice approver on Bill.com moving forward.
- c. Review Unaudited Financial Statements as of December 31, 2022: Ms. Smith presented the Unaudited Financial Statements as of December 31, 2022. President Powles moved to accept the Unaudited Financial Statements as of December 31, 2022; seconded by Director Pucciano. Motion passed unanimously.

9. New Business

- a. 2022 Audit Proposals: Ms. Smith reminded the Board that this item had been tabled previously following a request for competitive pricing for the 2022 Audit, due to BiggsKofford increasing their rates. Ms. Smith presented a proposal from Hoelting & Company, Inc. for \$8,500 for the 2022 Audit as well as a 5-year proposed fee schedule. BiggsKofford's proposal was \$9,325. Ms. Smith and Mr. Walker confirmed that WSDM would be comfortable with either Auditor. President Powles moved to approve the proposal from Hoelting & Company, Inc. for the 2022 Audit; seconded by Director Pucciano. Motion passed unanimously.
- b. Declaration of Covenants, Conditions, and Restrictions: Ms. Smith noted the Declaration of Covenants, Conditions, and Restrictions was finalized and recorded in December, so no action is needed on this item.
- c. Snow Removal Contract Proposal: Ms. Smith presented a contract proposal for snow removal from BrightView Landscaping after Robertson's Landscaping was unable to provide the service. The Board discussed monitoring the snow melt to see if the threshold needs to be changed from 3 inches to 2 inches. After review, Director Pucciano moved to approve the snow removal contract proposal from BrightView Landscaping; seconded by Director Nelson. Motion passed unanimously.

- d. Resolution Imposing District Fees: Ms. Smith presented the Resolution Imposing District Fees. The operations fee is \$150 per month. Ms. Smith noted the fee can be amended after the Service Plan Amendment is approved and the mill levy is able to increase. The Board discussed a \$50 transfer fee to be imposed by WSDM in the future. President Powles moved to approve the Resolution Imposing District Fees subject to the \$50 transfer fee; seconded by Director Nelson. Motion passed unanimously.
- e. 2023 Election Discussion: The Board discussed the upcoming 2023 Election. Director Powles, Musselman, and Watterson are up for election. Mr. Rowley will send the Self Nomination forms that need to be submitted by the February 24<sup>th</sup> deadline. Mr. Walker left the meeting.
- f. Street Light Agreement – CSU: The Board reviewed the Street Light Agreement with CSU establishing a monthly fee for streetlight service for a period of five years. Director Pucciano moved to approve the Street Light Agreement with CSU; seconded by President Powles. Motion passed unanimously.

10. Adjournment

- a. Next Regular Meeting – March 10, 2023, at 11:00 AM via teleconference. Director Watterson moved to adjourn at 11:34 AM; seconded by President Powles. Motion passed unanimously.

Respectfully Submitted,

*Jeff Powles*

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By: President

THESE MINUTES ARE APPROVED AS THE OFFICIAL FEBRUARY 10, 2023 MINUTES OF THE VISTAS AT WEST MESA METROPOLITAN DISTRICT.

# V@WM 2023.02.10 Minutes - approved

Final Audit Report

2023-04-21

Created:	2023-04-20
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