



**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS  
VISTAS AT WEST MESA METROPOLITAN DISTRICT  
APRIL 14, 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, April 14th 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  
Slade Nelson, Secretary  
Thomas Pucciano, Assistant Secretary (excused)  
Russ Watterson, Assistant Secretary

Also in attendance were:

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

1. Call to Order/Declaration of Quorum: Ms. Smith called the meeting to order at 11:03 AM and confirmed a quorum was present.
2. Conflict of Interest Disclosures: Ms. Johnson advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Johnson 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. Ms. Johnson 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: President Powles moved to approve the agenda as presented; seconded by Director Nelson. Motion passed unanimously.
4. Public Comment: There was no public comment.
5. Consent Agenda
  - a. Approve Meeting Minutes from February 10, 2023; and
  - b. Approve Special Bond Fee Disclosure:

After review, President Powles moved to approve the Consent Agenda; seconded by Director Watterson. Motion passed unanimously.

6. Legal Matters

- a. Consider Change in the Amount of the Operations Fee: Ms. Smith reported that the disclosures provided to purchasers outlined a monthly fee of \$125 per home; therefore, the fee should be amended to match the disclosure. After review, President Powles moved to approve the Resolution - Amending Resolution Concerning The Imposition of Facilities Fees; seconded by Director Watterson. Motion passed unanimously.
- b. Discuss Cancellation of May 2023 Election: Having received only two (2) self-nomination forms for the three (3) available positions on the Board, the election has been canceled. Ms. Johnson reported that Jeff Powles and Christopher Musselman have been elected by acclimation for four (4) year terms. One (1) office remains vacant.
- c. Discuss Board Vacancy and Appointment of Candidates: The Board will seek volunteers for appointment to fill the vacancy on the Board at the next meeting.

7. Manager's Report

- a. Ms. Smith reported that all Owners are now receiving a full Welcome Packet upon closing. Software upgrades have been put into place, which include the new Homeowner payment portal for resident access to payments, work orders, architectural applications, and violation reports.

8. Financial Matters:

- a. Other Bond Matters: There was no discussion.
- b. Payment of Claims: Ms. Smith presented the Payment of Claims for March 17, 2023. President Powles moved to ratify the approval for the Payment of Claims; seconded by Director Nelson. Motion passed unanimously. President Powles will be the sole invoice approver with batched invoices being approved through email prior to issuance of payment moving forward.
- c. Review Unaudited Financial Statements as of March 31, 2023: Ms. Smith presented the Unaudited Financial Statements as of March 31, 2023. President Powles moved to accept the Unaudited Financial Statements as of March 31, 2023; seconded by Director Watterson. Motion passed unanimously.

9. New Business

- a. HBS Trash / Recycling Contract: The Board discussed proposals from three (3) waste collection providers. Director Nelson, moved to approve the proposal from HBS for weekly collection service as presented; seconded by Director Musselman. Motion passed unanimously.
- b. Discuss Landscape Maintenance: The Board discussed the approaching need for maintenance in the newly landscaped areas. President Powles clarified that Robertson's Landscape should be maintaining the landscape throughout the warranty period of one (1) year. Director Watterson moved to authorize President Powles to engage Robertson's Landscape for general landscape maintenance pending receipt of a proposed contract and review of contract by legal counsel; seconded by Director Watterson. Motion passed unanimously.

10. Adjournment

- a. Next Regular Meeting – May 12, 2023, at 11:00 AM via teleconference. President Powles

moved to adjourn at 11:19 AM; seconded by Director Nelson. Motion passed unanimously.

Respectfully Submitted,

*Jeff Powles*

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By: President

THESE MINUTES ARE APPROVED AS THE OFFICIAL APRIL 14, 2023 MINUTES OF THE  
VISTAS AT WEST MESA METROPOLITAN DISTRICT.