

DANCING WILLOWS METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 • 800-741-3254
Fax: 303-987-2032

DANCING WILLOWS METROPOLITAN DISTRICT MISSION STATEMENT

The Dancing Willows Metropolitan District's mission is to provide excellent stewardship of financial resources as well as cost effective management of district owned facilities and provide direction and approval to the District's consultant services as they may apply to the District.

NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
William A. Anderson	President	2014/May 2014
Bobby Thomas	Treasurer	2016/May 2016
William A. Bristol	Assistant Secretary	2014/May 2014
R. Lee Jennings	Assistant Secretary	2014/May 2014
Thom Nolan	Assistant Secretary	2016/May 2014
Lisa A. Johnson	Secretary	

DATE: November 13, 2013
TIME: 6:30 P.M.
PLACE: Community Clubhouse
11893 W. Long Circle
Littleton, Colorado, 80127

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Approve Agenda.

C. Review and approve Minutes of the June 3, 2013 special meeting and October 3, 2013 special meeting/work session (enclosures).

D. Discuss the status of the District's website.

E. Consider regular meeting dates for 2014 to be scheduled on June 11th to approve the 2013 Audit and November 12th to approve the 2015 Budget and set mill levies. Meetings are to be held at 6:30 P.M. at the Community Clubhouse, 11893 W. Long Circle, Littleton, Colorado.

F. Discuss use of an online shared calendar to track the clubhouse reservations.

G. Presentation of Letters of Appreciation for volunteer work on District related matters for 2013.

H. _____

II. CONSENT AGENDA

These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board member so requests; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

- Ratify approval of Change Order No. 2 to the Service Agreement for Pool and Spa Maintenance between the District and Apollo Aquatics, Inc. for the purchase and installation of a pool cover and spa cover in the amount of \$6,880 (enclosure).
 - Ratify approval of Change Order No. 2 to the Service Agreement for Landscape Maintenance Services between the District and Keesen Landscape Management, Inc. for replacement plants in the amount of \$2,679 (enclosure).
 - Ratify the payment to Apollo Aquatics, Inc. in the amount of \$325 for additional insurance coverage.
 - Ratify approval of the Construction Contract between the District and Colorado Asphalt Services for street and sidewalk repairs in an amount not to exceed \$49,368.93 (enclosure).
 - Ratify approval of Change Order No. 1 to the Service Agreement for Pavement Evaluation Services between the District and CTL/Thompson Materials Engineers Inc. for construction management related to street and sidewalk repairs in an amount not to exceed \$5,000 (enclosure).
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III. COMMITTEE REPORTS

A. Discuss committee reports.

1. Report on solicitation of proposals for management and accounting services and discussion on recommendations.
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B.

IV. FINANCIAL MATTERS

- A. Review and ratify the approval of the payment of claims as follows (enclosures):

Fund	Period Ending June 19, 2013	Period Ending July 16, 2013	Period Ending Aug. 13, 2013
General	\$ 11,098.33	\$ 19,081.74	\$ 24,520.50
Debt Service	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-
Total Claims:	\$ 11,098.33	\$ 19,081.74	\$ 24,520.50

Fund	Period Ending Sept. 16, 2013	Period Ending Oct. 16, 2013
General	\$ 9,736.29	\$ 10,059.54
Debt Service	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-
Total Claims:	\$ 9,736.29	\$ 10,059.54

- B. Review and approve payment of claims through the period ending November __, 2013, totaling \$_____ (to be distributed).

- C. Review and accept unaudited financial statements and cash position statement through September 30, 2013 (enclosure).

- D. Consider engagement of Simmons & Wheeler, P.C. to perform the 2013 Audit for an amount not to exceed \$3,800 (enclosure).

- E. Conduct Public Hearing to consider Amendment to 2013 Budget and adoption of Resolution to Amend the 2013 Budget and Appropriate Expenditures (enclosure - Resolution).

- F. Conduct Public Hearing on the proposed 2014 Budget and consider adoption of Resolutions to Adopt the 2014 Budget and Appropriate Sums of Money and Set Mill Levies (for General Fund _____, Debt Service Fund _____ and Other Fund(s) _____ for a total mill levy of _____) (enclosures – preliminary assessed valuation, draft 2014 Budget, and resolutions).
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- G. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.
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V. PUBLIC COMMENTS

- A. _____

VI. OPERATION AND MAINTENANCE

- A. Discuss road repairs.
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- B. Consider approval of Service Agreement for 2014 Pool and Spa Maintenance (to be distributed).
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- C. _____

VII. LEGAL MATTERS

- A. Discuss status of repairs by Remington Homes and consider approval of Release and Waiver for completed work (enclosure).
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- 1. Review and consider approval of the First Amendment to Promissory Note between the District and Remington Homes Co. (enclosure).
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- B. Discuss process for conducting the May 6, 2014 election.
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- C. Discuss requirements of HB13-1041 regarding Colorado Open Records Act (enclosure) and consider adoption of Resolution No. 2013-11-__, Resolution Regarding Colorado Open Records Act Requests (enclosure).
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- D. Discuss requirements of HB13-1186 regarding Special District Public Disclosure Documents (enclosure).
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- E. _____

VIII. OTHER BUSINESS

- A. Discuss §32-1-809, C.R.S. reporting requirements and mode of eligible elector notification (posted on the SDA's website and HOA's website last year).
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- B. _____

IX. ADJOURNMENT **THERE ARE NO FURTHER MEETINGS SCHEDULED FOR 2013.**