

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SHERIDAN STATION WEST METROPOLITAN DISTRICT HELD JUNE 10, 2022

A Regular Meeting of the Board of Directors of the Sheridan Station West Metropolitan District (referred to hereafter as the “Board”) was convened on Friday, June 10, 2022 at 10:00 a.m. This District Board meeting was held by videoconference via Zoom. The meeting was open to the public.

Directors In Attendance Were:

Douglas Elenowitz, President (*for a portion of the meeting*)
Scott Watkins, Assistant Secretary
Paul Malone, Assistant Secretary
Ashley Begley, Assistant Secretary
Mitchell Paur, (*for a portion of the meeting*)

Also In Attendance Were:

David Solin and Peggy Ripko; Special District Management Services, Inc. (“SDMS”)

Jennifer L. Ivey, Esq.; Icenogle Seaver Pogue, P.C.

Cathy Kulzer, Ben Barnette, Allison Maio, Sara Wright, Morgan Barstad and Mathew Maraia – Residents

**PUBLIC
COMMENTS**

Mr. Ben Barnett and Mss. Cathy Kulzer and Sara Wright all discussed the parking rules with the Board.

**DISCLOSURE OF
POTENTIAL/
CONFLICTS OF
INTEREST**

Disclosure of Potential Conflicts of Interest: Attorney Ivey reported that disclosures of potential conflict of interest statements for each of the Directors were filed with the Secretary of State seventy-two hours in advance of the meeting. Mr. Solin requested that the Directors consider whether they had any additional conflicts of interest to disclose. Mr. Solin noted for the record that there were no new disclosures made by the Directors present at the meeting and incorporated for the record those applicable disclosures made by the Board Members prior to this meeting and in accordance with the statutes.

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ADMINISTRATIVE MATTERS

Agenda: Mr. Solin reviewed with the Board the Agenda for the District's Special Meeting.

Following discussion, upon motion duly made by Director Malone, seconded by Director Watkins and, upon vote, unanimously carried, the Board approved the Agenda, as presented.

Meeting Location and Posting of Notices: This District Board meeting was held by videoconference. Mr. Solin noted that notice of the time, date, and location of the meeting was duly posted.

May 3, 2022 Election: Mr. Solin updated the Board on the results of the May 3, 2022 Election. There were not more candidates than there were open positions, so all candidates were elected by acclamation and the election was cancelled.

Appointment of Officers: The Board entered into discussion regarding the appointment of officers.

Following discussion, upon motion duly made by Director Watkins, seconded by Director Elenowitz and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Douglas Elenowitz
Secretary	David Solin
Assistant Secretary	Scott Watkins
Assistant Secretary	Paul Malone
Assistant Secretary	Ashley Begley
Assistant Secretary	Mitchell Paur

Minutes: The Board reviewed the Minutes of the March 14, 2022 Special Meeting.

Following discussion, upon motion duly made by Director Elenowitz, seconded by Director Watkins and, upon vote, unanimously carried, the Board approved the Minutes of the March 14, 2022 Special Meeting, as presented

COMMUNITY MANAGEMENT

Community Manager's Report: Ms. Ripko presented and discussed with the Board the Community Manager's Report.

Implementation of Towing Operations: The Board directed Attorney Ivey to review and validate the photos prepared to be included as an exhibit to the Towing Agreement with Wyatt's Towing, for the purpose of illustrating safety hazards that would require immediate towing versus the photos that illustrate parking that would

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first be provided with warning notices by Wyatt's. Ms. Ripko was directed to post notices on all residents' front doors and to send three emails outlining that towing would be immediate for those areas that Attorney Ivey and Mr. Solin identified as immediate towing zones. The Board determined that the District will pause towing until June 20, 2022.

Transferring West Line Village Website to the District: Ms. Ripko reported to the Board that the West Line Village website redirect to the District's website should be operational within a week.

Engineering Requirements for ARC Approvals Related to Drainage Matters: The Board discussed a proposal from Ware Malcolm to review and the District's drainage plan with the purpose of identifying areas of concern that could then be used in reviewing ARC requests for patio changes.

Civil Design and Engineering Services from Ware Malcolm: The Board reviewed a proposal from Ware Malcolm for Civil Design and Engineering Services, for the purpose of reviewing the District's drainage plan and identifying areas of concern that could be used in reviewing ARC requests for patio changes.

Following discussion, upon motion duly made by Director Begley, seconded by Director Watkins and, upon vote, unanimously carried, the Board approved the proposal from Ware Malcolm for Civil Design and Engineering Services.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims for the following period:

Fund	Period Ending March 31, 2022	Period Ending April 30, 2022	Period Ending May 31, 2022
General	\$ 27,544.85	\$ 20,696.29	\$ 13,980.76
Debt	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ 1,237.50	\$ -0-
Total	\$ 27,544.85	\$ 21,933.79	\$ 13,980.76

Following discussion, upon motion duly made by Director Watkins, seconded by Director Malone and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, as presented for the periods ending as shown.

Unaudited Financial Statements: The Board reviewed the unaudited quarterly financial statements of the District through the period ending March 31, 2022.

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Following review and discussion, upon motion duly made by Director Watkins, seconded by Director Begley and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending March 31, 2022.

2021 Audit: It was noted that review and approval of the 2021 Audit was deferred as the 2021 Audit was not yet available.

Reserve Study: The Board reviewed a proposal from Aspen Reserve Specialties for a Reserve Study.

Following discussion, upon motion duly made by Director Watkins, seconded by Director Begley and, upon vote, unanimously carried, the Board directed Ms. Ripko to obtain a second proposal for a reserve study and directed that the lower priced of the two proposals be approved, for an amount not to exceed \$2,570.

LEGAL MATTERS

Conveyance/Dedication of Tract A: Director Watkins reported to the Board that the BMPs and blankets will be removed and landscape completed, within the next week. Director Begley shared her concerns about the stairs being an area for ice buildup during the winter.

Following discussion, upon motion duly made by Director Watkins, seconded by Director Malone and, upon vote, unanimously carried, the Board authorized Director Begley or Director Watkins to sign the Special Warranty Deed conveying Tract A to the District upon completion of all punch-list items.

CAPITAL PROJECT MATTERS

There were no capital project matters to discuss at this time.


OTHER MATTERS

There were no other matters to discuss at this time.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made, seconded and upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By 
Secretary for the Meeting