

# SHERIDAN STATION WEST METROPOLITAN DISTRICT

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

[www.colorado.gov/sswmd](http://www.colorado.gov/sswmd)

## NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Douglas Elenowitz	President	2023/May 2023
Jordan Scharg	Treasurer	2022/May 2022
Scott M. Watkins	Assistant Secretary	2023/May 2023
Paul Malone	Assistant Secretary	2023/May 2023
Ashley Begley	Assistant Secretary	2022/May 2022

David Solin Secretary

DATE: December 10, 2021 (Friday)

TIME: 10:00 a.m.

PLACE: **Zoom Meeting: This meeting will be held via Zoom without any individuals (neither District representatives nor the general public) attending in person. The meeting can be joined through the directions below:**

Join Zoom Meeting

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

Meeting ID: 546 911 9353

Passcode: 912873

Dial In: 1-253-215-8782

I. PUBLIC COMMENTS *(Each speaker is limited to 3 minutes. Speakers are encouraged to stick to their point. Presentations that are less than three minutes long are more effective than long and repetitive presentations. The Board will not respond during the speaker's comments, so as to ensure that they do not take away from the speaker's time, but may choose to respond after the speaker's time has elapsed, or after the period for public comments has concluded.)*

A. \_\_\_\_\_

## II. ADMINISTRATIVE MATTERS

A. Confirm quorum. Present Disclosures of Potential Conflicts of Interest.

\_\_\_\_\_

B. Approve Agenda, confirm location of meeting and posting of notices.

\_\_\_\_\_

C. Review and approve Minutes of the June 9, 2021 Special Meeting (enclosure).

\_\_\_\_\_

- D. Consider Adoption of 2022 Annual Resolution (enclosure).
- 

1. Election of Officers

---

2. Regular Meeting Date/Location

---

III. COMMUNITY MANAGEMENT

- A. Community Manager’s Report (enclosure).
- 

B. Discuss transferring of West Line Village website to the District. Authorize any actions necessary in conjunction therewith.

---

C. Discuss status of concrete spalling repairs.

---

D. Discuss Engineering requirements for ARC approvals related to drainage matters.

---

E. Review amended and restated draft of District Parking Rules and Regulations and consider adoption of resolution thereof (enclosure).

---

F. Review and consider approval of proposal from Environmental Designs, Inc. for 2022 Landscape Maintenance Services (enclosure).

---

G. Review and consider approval of proposal from Environmental Designs, Inc. for 2021/2022 Snow Removal Services (enclosure).

---

H. Ratify approval of Change Order No. 2 to Service Agreement for Landscape Services with Environmental Designs, Inc. for Winter Watering (enclosure).

---

IV. FINANCIAL MATTERS

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

Fund	Period Ending June 1, 2021	Period Ending July 14, 2021	Period Ending Aug. 16, 2021	Period Ending Sept. 24, 2021
General	\$ 12,362.36	\$ 21,669.35	\$ 14,629.65	\$ 15,419.13
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 12,362.36</b>	<b>\$ 21,669.35</b>	<b>\$ 14,629.65</b>	<b>\$ 15,419.13</b>

Fund	Period Ending Oct. 14, 2021	Period Ending Nov.12, 2021
General	\$ 14,828.35	\$ 60,548.55
Debt	\$ -0-	\$ 3,500.00-
Capital	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 14,828.35</b>	<b>\$ 64,048.55</b>

- 
- B. Review and accept the unaudited financial statements through the period ending September 30, 2021 and Schedule of Cash Position updated as of September 30, 2021 (enclosure).
- 
- C. Review and ratify approval of 2020 Audit and ratify authorization of execution of Representations Letter (audit – enclosure).
- 
- D. Consider engagement of Simmons & Wheeler, P.C. for preparation of 2021 Audit, in the amount of \$\_\_\_\_\_ (to be distributed).
- 
- E. Conduct Public Hearing to consider Amendment to the 2020 Budget and consider adopt Resolution to Amend the 2020 Budget and Appropriate Expenditures (enclosure).
- 
- F. Conduct Public Hearing to consider Amendment to the 2021 Budget and (if necessary) adopt Resolution to Amend the 2021 Budget and Appropriate Expenditures (enclosure).
- 
- G. Conduct Public Hearing on the proposed 2022 Budget and consider adoption of Resolutions to Adopt the 2022 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (for General Fund \_\_\_\_\_, Debt Service Fund \_\_\_\_\_, for a total mill levy of \_\_\_\_\_) (enclosures –assessed valuation, draft 2022 Budget and Resolutions).
-

- H. Discuss status of refunding of the District’s outstanding debt obligations, and authorize any actions necessary in relation therewith.
- 

1. Ratify approval of engagement of Hilltop Securities for Municipal Advisory Services (enclosure).

---

2. Consider approval of the engagement of Kline Alvarado Veio PC for Bond Counsel (enclosure).

---

3. Ratify approval of Letter Agreement with D.A. Davidson & Company for Investment Banking Services (enclosure).

---

V. LEGAL MATTERS

- A. Consider Acceptance of Conveyance/Dedication of Tract A.
- 

- B. 2021 Legislative Report (enclosure).
- 

1. Website Compliance (enclosure).

---

- C. Review and consider adoption of Election Resolution, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination Forms are due by February 25, 2022 (enclosure). Discuss the need for ballot issues and/or questions.
- 

VI. CAPITAL PROJECT MATTERS

- A. \_\_\_\_\_

VII. OTHER BUSINESS

- A. \_\_\_\_\_

VIII. COVENANT ENFORCEMENT/DESIGN REVIEW

- A. Executive session, pursuant to Section 24-6-402(4)(b), C.R.S., for the purpose of receiving legal advice on specific legal questions related to covenant enforcement.
- 

- B. Consider Approval of Resolution Adopting an Amended Covenant Enforcement Policy (enclosure).
- 

- C. Consider Approval of Resolution Adopting Amended and Restated Rules and Regulations of West Line Village (enclosure).
- 

IX. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2021.**

Informational Enclosure:• Memo regarding New Rate Structure from Special District Management Services, Inc.