



**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
TUSCAN FOOTHILLS VILLAGE METROPOLITAN DISTRICT  
HELD NOVEMBER 15, 2023, AT 3:00 P.M.**

Pursuant to posted notice, the special meeting of the Board of Directors of the Tuscan Foothills Village Metropolitan District was held on Wednesday, November 15, 2023, at 3:00 PM, via video teleconference.

Attendance

In attendance were Directors:

David Hewett, President  
Raymond O’Sullivan, Treasurer  
Roger Lemmon, Secretary  
Jack Wallace Mason, Assistant Secretary (Excused)  
Jennifer Mullins, Assistant Secretary (Excused)


Also in attendance were:

Heather Smith, WSDM District Managers  
Rylee DeLong, WSDM District Managers  
Kevin Walker, WSDM District Managers  
Nelson Dunford, Esq., White Bear Ankele Tanaka & Waldron  
David Talbot, Property Owner

1. Call to Order: President Hewett called the meeting to order at 3:00 p.m.
2. Declaration of Quorum/Director Qualifications/ Disclosure Matter: President Hewett confirmed a quorum was present with Directors Mason and Mullins excused. Mr. Dickhoner advised the Board, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Dickhoner 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. Dickhoner 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 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 Lemmon moved to approve the Agenda as presented; seconded by Director O’Sullivan. Motion passed unanimously.
4. Public Comment: There was no public comment.
5. Consent Agenda: After review, Director O’Sullivan moved to approve the Consent Agenda as presented; seconded by Director Lemmon. Motion passed unanimously.
  - a. Approval of October 18, 2023 Meeting Minutes

- b. Approval of October 26, 2023 Annual Meeting Minutes
  - c. Ratification of Approval for Payables for October 18, 2023 through November 15, 2023
  - d. Acceptance of Unaudited Financial Statements as of October 31, 2023 and the schedule of cash position updated as of October 31, 2023
6. Insurance Matters
- a. Discuss and Review Proposal for Renewal of General Liability Schedule and Limits and Property Schedule and Consider Approval and Authorization to Bind Coverage: Ms. Smith presented the proposal for renewal of general liability schedule and limits and property schedule and authorization to bond coverage. After review, Director O’Sullivan moved to approve the proposal for renewal of general liability schedule and limits and property schedule and authorization to bond coverage, as presented; seconded by Director Lemmon. Motion passed unanimously.
    - i. Review Property Schedule
7. Legal Matters
- a. Review and Consider Approval of Resolution Concerning the Imposition of an Operations Fee: Ms. Smith presented the Resolution Concerning the Imposition of an Operations Fee. The Operations Fee is \$70 per month for both paired and patio homes. After review, Director O’Sullivan moved to approve the Resolution Concerning the Imposition of an Operations Fee; seconded by Director Lemmon. Motion passed unanimously.
8. General Business
- a. Review and Consider Approval of WSDM 2024 Annual Engagement: Ms. Smith presented the WSDM 2024 Annual Engagement. After review, Director O’Sullivan moved to approve the WSDM 2024 Annual Engagement; seconded by Director Lemmon. Motion passed unanimously.
  - b. Review and Consider Approval of Property Owner Request for Relocation of Irrigation: Ms. Smith presented the property owner request for relocation of irrigation and noted the relocation would be at the property owner’s expense. After review, Director Lemmon moved to approve the property owner request for the relocation of irrigation; seconded by Director O’Sullivan. Motion passed unanimously.
  - c. Review and Consider Approval of Landscape Maintenance Proposal from Brightview Landscape: Ms. Smith presented the proposal from Brightview for landscape maintenance. After review, Director Lemmon moved to approve the landscape maintenance proposal from Brightview Landscape and authorize WSDM to terminate Finsterwald effective December 31, 2023. Mr. Dunford confirmed the contract has been reviewed by legal counsel and is ready for execution. The motion was seconded by President Hewett. Motion passed unanimously.
9. Adjournment: The next meeting is scheduled for January 17, 2024 at 2:00 p.m. President Hewett informed the Directors that he will be resigning from the Board. The Board thanked President Hewett for his service to the District. The Board unanimously adjourned the meeting at 3:40 p.m.

Respectfully Submitted,

  
[Roger Lemmon \(Mar 21, 2024 18:34 MDT\)](#)

Secretary






# TFVMD 2023.11.15 Minutes - approved

Final Audit Report

2024-03-22

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