



**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
MOUNTAIN VISTA METROPOLITAN DISTRICT  
HELD NOVEMBER 7th, 2024 AT 10:00 AM**

Pursuant to posted notice, the regular meeting of the Board of Directors of the Mountain Vista Metropolitan District was held on Thursday, November 7, 2024 at 10:00 AM, at 8605 Explorer Dr, Colorado Springs, CO 80920 and virtually via video teleconference.

Attendance

In attendance were Directors:

John Eliot, President  
Craig Anderson, Treasurer  
Autumn Mason, Assistant Secretary

Also in attendance were:

Jak Pattamasaevi, WSDM  
Brenda Juarez, WSDM  
Rebecca Harris, WSDM  
Pete Susemihl, Susemihl, McDermott & Downie, P.C.  
Eric Stedman, member of the public  
Alisha Camp, member of the public  
Michelle Burcham, member of the public

1. Call to Order: Mr. Pattamasaevi called the meeting to order at 10:05 a.m.
2. Declaration of Quorum/ Director Qualifications/ Disclosure Matters: Mr. Pattamasaevi confirmed a quorum was present and all Directors are qualified. Mr. Pattamasaevi confirmed he has filed disclosures with the Secretary of State.
3. Approval of Agenda: Mr. Pattamasaevi presented the Agenda and noted the amendments. President Eliot moved to approve the agenda as amended; seconded by Director Mason. Motion passed unanimously.
4. Approval of the Minutes from the Board Meeting held September 5th, 2024: After review, Director Mason motioned to approve the Minutes from the Board Meeting held September 5th, 2024; motion was seconded by President Eliot. Motion passed unanimously.
5. Public Comment: Mr. Stedman expressed concerns regarding the erosion on the retaining wall.
6. Review and Consider Appointment of Candidates to Fill the Board Vacancies: Mr. Pattamasaevi noted there were 2 seats available for appointment and that all the candidates were qualified.
  - a. Alisha Camp (8220 Basaltic Dr.)
  - b. Cody Isaacs (4552 Prairie Agate Dr.)

- c. Eric Stedman (8231 Diorite Dr.)
- d. Julia Hendershot (8255 Diorite Dr.)
- e. Michelle Burcham (4602 Amazonite Dr.)

Ms. Harris noted that the oath of affirmation needed to be filed and filled within 30 days of the appointment. After discussion, the Board decided to appoint a new Board member and wait to fill the second seat at the following meeting. Director Mason moved to appoint Ms. Burcham to fill the vacant position for the remaining 2 years of the term; motion seconded by Director Anderson. Motion passed unanimously.

7. Management Matters:

- a. Review and consider approval of BiggsKofford's engagement letter for the 2024 audit: Mr. Pattamasaevi advised the District to retain BiggsKofford as auditors. After review, President Eliot moved to approve BiggsKofford's engagement letter for the 2024 audit; motion seconded by Director Marson. Motion passed unanimously.
- b. Review and consider approval of WSDM 2025 engagement letter: Mr. Pattamasaevi presented the engagement letter and advised that the only change was an increase of \$250.00. After review, President Eliot moved to approve WSDM 2025 engagement letter; motion seconded by Director Mason. Motion passed unanimously.
- c. Review and consider adoption of the Mountain Vista Metropolitan District Resolution to Further Amend the Design Guidelines November 2024: Mr. Pattamasaevi highlighted the 2 amendments to the Design Guidelines stating that clover is not permitted in either the front or back yards. The Board discussed amending the verbiage of installation material to coincide with the builder's specifications for newbuilds. After review, the Board decided to table the discussion of the Resolution for further review in February.
- d. Review and consider adoption of the Mountain Vista Metropolitan District Resolution Administrative Resolution 2025: Mr. Pattamasaevi advised the Resolution outlined the roles and responsibilities between WSDM and legal counsel. Mr. Pattamasaevi further noted that the Board could eliminate the workmen's comp expense in the insurance policy as it was not necessary. Last, Mr. Pattamasaevi advised that the Resolution stated that Mr. Susemihl was the DEO. After review, Director Mason moved to adopt the Mountain Vista Metropolitan District Resolution Administrative Resolution 2025; motion seconded by President Eliot. Motion passed unanimously.
- e. Park signage progress report: Mr. Pattamasaevi advised that the signage for the park was completed and installed.

8. Legal Matters:

- a. Review and Consider adoption of the Mountain Vista Metropolitan District Resolution Election Resolution calling an election 2025. Ms. Harris confirmed that there would be a total of three appointments up for election. After review, Director Mason motioned to adopt the Mountain Vista Metropolitan District Resolution Election Resolution calling an election 2025 as presented; motion seconded by Director Anderson. Motion passed unanimously.

9. Financial Matters:

- a. Conduct Public Hearing on the 2025 Budget: The meeting was opened to the public for comment at 10:38 a.m. There was no public comment. Public hearing was closed.
- b. Review and consider adoption of Mountain Vista Metropolitan District Resolution Adopting the Budget, appropriating funds, and certifying mill levies for the calendar year 2025. Mr. Pattamasaevi advised that the largest expenses would be the repair and maintenance of the landscaping and the replacements of trees. Mr. Pattamasaevi noted that the trash service expense included the projected newbuilds as well as existing residences,

and that the contract was for one year. After review, Director Mason motioned to amend the 2024 budget and to adopt the 2025 Budget Resolution as presented; motion was seconded by President Eliot. Motion passed unanimously.

- c. CD purchase progress report: Mr. Pattamasaevi advised that he was working with Kirkpatrick bank to create the account.

10. Other Business:

- a. Review and consider Weisburg's proposal for tree replacements in 2025: Mr. Pattamasaevi advised the proposal included installing 32 new trees and was for \$24,000. Mr. Pattamasaevi recommended that the Board wait for the contract to be finalized before voting on the proposal.
- b. Next Regular Meeting: Thursday, February 6<sup>th</sup>, 2025 at 10:00 AM.

11. Adjournment: President Eliot moved to adjourn at 10:45 a.m.; seconded by Director Mason. Motion passed unanimously.

Respectfully Submitted,  
WSDM – District Managers

Craig Anderson

Craig Anderson (Feb 6, 2025 11:46 MST)

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Craig Anderson, Secretary







# MVMD 2024 11 07 Minutes -R

Final Audit Report

2025-02-06

Created:	2025-02-06
By:	Jak Pattamasaevi (jak.p@wsdistricts.co)
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## "MVMD 2024 11 07 Minutes -R" History

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-  Signer anderson@highlandcommercial.com entered name at signing as Craig ANderson  
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