

# PTARMIGAN WEST METROPOLITAN DISTRICT NOS. 1-3

1113 Cleveland Ave.  
Loveland, Colorado 80537-5601  
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<https://www.ptarmiganwestmd.live/>

## NOTICE OF A SPECIAL MEETING AND AGENDA

DATE: November 20, 2025  
TIME: 5:00 P.M.  
LOCATION: 250 11<sup>th</sup> St., Windsor, CO. 80550, and via Zoom Teleconference.  
To Join the Meeting:  
<https://us06web.zoom.us/j/85114015075?pwd=e4Q4E1BtIaMGkKJ0xnXgHKN8ZUsaxl.1>  
Meeting ID: 851 1401 5075 , Via Telephone: (719) 359 4580

### DISTRICT NOS. 1 & 3

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term Expiration:</u>
David Muth	President & Chairperson	May 2027
Dillon Muth	Treasurer & Secretary	May 2027
Vacancy		May 2029
Vacancy		May 2029
Vacancy		May 2029

### DISTRICT NO. 2

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term Expiration:</u>
David Muth	President & Chairperson	May 2027
Kipp Bates	Director	May 2027
David Haller	Director	May 2029
Richard Denig	Director	May 2029
Aaron Waguespack	Director	May 2029

#### **I. ADMINISTRATIVE MATTERS**

- A. Declaration of Quorum/Call to Order.
- B. Present Disclosures and Potential Conflicts of Interest.
- C. Statement on Conduct of Meeting.
- D. Approve Agenda and Posting of Meeting Notices.

#### **II. DIRECTOR MATTERS**

- A. Consider Election of Officers.

III. **CONSENT AGENDA** (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event the item will be removed from the Consent Agenda and considered in the Regular Agenda.)

- A. Approval of the May 22, 2025, Regular Meeting Minutes.
- B. Approval of the May 22, 2025, Annual Meeting Minutes.
- C. Acceptance of Unaudited Financial Statements through October 31, 2025.
- D. Ratification of Payment of Claims through October 31, 2025.
- E. Adoption of Joint Resolution Adopting an Amended and Restated Digital Accessibility Policy and Designating a Compliance Officer.
- F. Ratification of First Addendum to Agreement for Landscape and Snow Removal Services with Lindgren Landscaping & Irrigation, Inc.
- G. Ratification of Engagement Letter with Johnson, Muffly & Dauster for Collection and Covenant Enforcement Services.

IV. **LEGAL ITEMS**

- A. Review and Consider Adoption of 2026 Annual Administrative Matters Resolution.
  - i. 2026 Meeting Dates: May 21<sup>st</sup> and November 19<sup>th</sup>, at 5:00 p.m.
  - ii. Discuss and Consider Annual Meeting Notice Requirement.
- B. Discuss and Consider Amendment to Resolution Concerning the Imposition of an Operations Fee.
- C. Consider Adoption of Resolution Amending Design Guidelines.
- D. Consider Approval of WBA Engagement Letters

V. **DISTRICT MANAGEMENT ITEMS**

- A. District Manager's Report.
- B. Approval of Renewal of Property and Liability Schedule and Limits, Workers Compensation Coverage, and SDA Membership for 2026.

VI. **FINANCIAL ITEMS**

- A. Conduct Public Hearings on the Proposed 2026 Budgets and Consider Adoption of Resolution to Adopt Budget and to Appropriate Sums of Money and Resolution to Set Mill Levies.

B. Approval of BiggsKofford Engagement Letter for 2025 Audit.

**VII. PUBLIC COMMENT**

A. Public Comment. Members of the public may express their views to the Boards on matters that affect the Districts. Comments will be limited to three (3) minutes.

**VIII. ADJOURNMENT**