

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

OF

HIGHPOINTE PARK METROPOLITAN DISTRICT

Held: Wednesday, November 6, 2019, at 2:00 P.M. at 141 Union Boulevard, Suite 150, Lakewood, Colorado 80228

ATTENDANCE

The meeting was held in accordance with the laws of the State of Colorado. The following directors were in attendance:

AJ Beckman
Lisa A. Johnson

Also present were: Jennifer Gruber Tanaka, Esq., and Trisha Harris, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel (Ms. Harris *via* telephone); Diane Wheeler, Simmons & Wheeler, District Accountant; Kevin Parker, Bob Gustine, and Charlene Perhacs, Armstrong HighPointe, LLC (Mr. Gustine and Ms. Perhacs *via* telephone).

ADMINISTRATIVE MATTERS

Call to Order

The meeting was called to order.

Declaration of Quorum and Confirmation of Director Qualifications

Ms. Tanaka noted that a quorum for the Board was present and that the directors had confirmed their qualification to serve.

Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest

Ms. Tanaka advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Tanaka reported that disclosures for those directors with 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. Ms. Tanaka noted that a quorum was present and 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 Board determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda Ms. Tanaka presented the Board with the agenda. Upon motion of Mr. Beckman, seconded by Ms. Johnson, the Board unanimously approved the agenda as amended.

Excusal of Absence The Board noted the absence of Mr. Craig. Upon motion of Mr. Beckman, seconded by Ms. Johnson, the Board unanimously excused his absence.

PUBLIC COMMENT There were no public comments.

CONSENT AGENDA Ms. Tanaka presented the Board with the consent agenda items. Upon motion of Mr. Beckman, seconded by Ms. Johnson, the Board unanimously took the following actions:

- a. Approved the Board Meeting Minutes from July 24, 2019 Regular Meeting
- b. Ratified the Payment of Claims as of November 6, 2019 (\$26,957.75)
- c. Approved the Payment of Claims as of November 6, 2019 (\$31,218.59)
- d. Accepted the Unaudited Financial Statements as of August 31, 2019
- e. Adopted Resolution No. 2019-11-01: 2020 Annual Administrative Resolution
- f. Adopted Resolution No. 2019-11-02: Calling May 5, 2020 Election
- g. Approved the Sixth Addendum to Management Agreement with Armstrong HighPointe, LLC for Landscape Maintenance and Snow Removal Services
- h. Approved the Second Addendum to Independent Contractor Agreement with MMI Water Engineers, LLC for Storm Drainage Inspection Services
- i. Approved the Renewal of Independent Contractor Agreement with My Asset Map for GIS Mapping and Web Solution Services (same scope and fees)
- j. Approved the Engagement Letter with Schilling & Co., for 2019 Audit Services

FINANCIAL MATTERS

Public Hearing on 2019 Budget Amendment Consider Adoption of Resolution No. 2019-11-03 Mr. Beckman opened the public hearing on the 2019 budget amendment. Ms. Tanaka reported that notice of the public hearing was published in accordance with Colorado law and no objections were received prior to the hearing. There being no public comment, Mr. Beckman closed the public hearing.

Ms. Wheeler reviewed the 2019 budget amendment with the Board. Upon motion of Ms. Beckman, seconded by Ms. Johnson, the Board unanimously approved the 2019 budget amendment and adopted Resolution No. 2019-11-03.

Public Hearing on 2020 Budget and Consider Adoption of Resolution No. 2019-11-04: Adopting Budget, Imposing Mill Levy and Appropriating Funds

Mr. Beckman opened the public hearing on the 2020 budget. Ms. Tanaka reported that notice of the public hearing was published in accordance with Colorado law and no objections were received prior to the hearing. There being no public comment, Mr. Beckman closed the public hearing.

Ms. Wheeler reviewed the 2020 budget with the Board. Upon motion of Mr. Beckman, seconded by Ms. Johnson, the Board unanimously approved the budget and adopted Resolution No. 2019-11-04: Adopting Budget, Imposing Mill Levy and Appropriating Funds.

Issuance of Additional Bonds

Mr. Parker reported that he inquired into the District's ability to issue additional bonds to reimburse Armstrong HighPointe, LLC, for remaining outstanding advances made to the District with Mr. Heroux, the District's underwriter. Mr. Parker reported that it is anticipated that bonds will issue in early 2020.

LEGAL MATTERS

Update on District website development

Ms. Tanaka reported that the Eligible Governmental Entity Agreement was submitted to SIPA and the District is currently in the queue waiting on SIPA to set up the website.

DEVELOPER MATTERS

Status of Replatting of Parcels within the Development

Mr. Parker and Mr. Gustine reported that Bank of America is segregating its parcel through the City and are waiting for approvals. It is anticipated that this will be complete by the end of the year.

Status of Owners' Association for Development

Mr. Parker reported that he will meet with Ms. Harris on a timeline and items that need to be completed.

OTHER BUSINESS

Next Meeting

The next regular meeting is scheduled for July 22, 2020, at 2:00 PM.

ADJOURNMENT

There being no further business to come before the Board, upon motion, second and unanimous vote, the meeting was adjourned.

Lisa A. Johnson

Lisa A. Johnson (May 19, 2020 15:11 MDT)

Secretary for the District









Execution Packet - HighPointe Park

Final Audit Report

2020-05-19

Created:	2020-05-19
By:	Abby Franz (afranz@wbapc.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAA0ldqOdlkYc05bYtyKyMQOArUHI5zjPtt

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