

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

OF

HIGHPOINTE PARK METROPOLITAN DISTRICT

Held: Wednesday, July 17, 2024, at 2:00 P.M. via teleconference.

ATTENDANCE

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

John Craig
Kate Milne Innes*
AJ Beckman

Also present were: Erin K Stutz, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Georgia Harland, Simmons & Wheeler, District Accountant; and Dawn Schilling, Schilling and Company, District Auditor. Ms. Innis joined the meeting where noted below.

ADMINISTRATIVE MATTERS

Call to Order

The meeting was called to order at 2:03 p.m.

Declaration of Quorum and Confirmation of Director Qualifications

Ms. Stutz 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. Stutz advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Stutz 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. Stutz 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 regarding 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. Stutz presented the Board with the agenda. Upon motion duly made and seconded, the Board unanimously approved the agenda.

PUBLIC COMMENT

There were no public comments.

CONSENT AGENDA

Ms. Stutz presented the Board with the consent agenda items. Upon a motion duly made and seconded, the Board unanimously took the following actions:

- a. Approval of the Special Board Meeting Minutes from November 30, 2023;
- b. Approval of the Annual Meeting Minutes from November 30, 2023;
- c. Ratify Tenth Addendum to Independent Contractor Agreement with Armstrong HighPointe;
- d. Ratify 2023 Annual Report;
- e. Ratify 2023 Auditor Engagement Letter; and
- f. Approve 2024 Resolution Designating Meeting Notice Posting Location

FINANCIAL MATTERS

Consider Approval of Payables/Financials

Ms. Harland presented the payables and financials to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the payables and accepted the financials.

Review 2023 Draft Financial Audit

Ms. Schilling presented the 2023 Draft Audit. Following discussion, upon a motion duly made and seconded, the Board accepted the 2023 Draft Audit subject to final legal review and final Auditor comments.

LEGAL MATTERS

**Ms. Innis joined the meeting during legal matters.*

Discuss and Consider Approval of Resolution Adopting a Digital Accessibility Policy

Ms. Stutz presented the Resolution Adopting a Digital Accessibility Policy to the Board. Following discussion, upon a motion duly made and seconded, the Board approved the Resolution Adopting a Digital Accessibility Policy.

Discuss and Consider Approval of Second Addendum to Agreement with Heatherly Creative, LLC

Ms. Stutz presented the Second Addendum to Agreement with Heatherly Creative, LLC to the Board. Following discussion, upon a motion duly made and seconded, the Board approved the Second Addendum to Agreement with Heatherly Creative,

LLC.

Discuss Website Content

Ms. Stutz discussed the website inventory and document remediation with the Board. Following discussion, upon a motion duly made and seconded, the Board authorized legal counsel to conduct the document inventory. The Board deferred authorizing remediation until after it reviews the inventory at the next meeting.

CONSULTANT MATTERS

Discuss Storm Drainage Reports

Ms. Stutz presented the Storm Drainage Reports.

Discuss Structural Engineering Proposals for Retaining Wall Repair

Ms. Stutz presented the Structural Engineering Proposals for Retaining Wall Repair to the Board. Following discussion, upon a motion duly made and seconded, the Board approved the Ground Engineering’s proposal for retaining wall repair.

Discuss Reserve Study Proposals

Ms. Stutz presented the Reserve Study Proposals to the Board. Following discussion, upon a motion duly made and seconded, the Board approved Aspen Reserve’s proposal.

OTHER BUSINESS

Next Annual Meeting

The Annual Meeting is scheduled for November 6, 2024, at 1:30 PM.

Next Regular Meeting

The next regular meeting is scheduled for November 6, 2024, at 2:00 PM.

ADJOURNMENT

There being no further business to come before the Board and following discussion and upon motion duly made, seconded and unanimously carried, the Board determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.


A.J. Beckman (Nov 7, 2024 18:02 MST)

Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 6th day of November 2024.