

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF

HIGHPOINTE PARK METROPOLITAN DISTRICT

Held: Wednesday, July 22, 2020, at 2:00 P.M. 355 S. Teller Street, Lakewood, Colorado

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders, issued by the Colorado Department of Health and Environment (CDPHE), and the threat posed by the COVID-19 coronavirus, the meeting was held via teleconference.

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
John Craig

Also present were: Jennifer Gruber Tanaka, Esq., and Trisha Harris, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Diane Wheeler, Simmons & Wheeler, District Accountant; Dawn Schilling, Schilling & Co., District Auditor; and Kevin Parker, Bob Gustine, Armstrong HighPointe, LLC.

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 Ms. Johnson, seconded by Mr. Craig, the Board unanimously approved the agenda as amended.

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 May 19, 2020 Special Meeting
- b. Ratified the Payment of Claims as of July 22, 2020 (\$13,786.60)
- c. Approved the Claims as of July 22, 2020 (\$1,750,883.02)
- d. Accepted the Unaudited Financial Statements as of March 31, 2020

FINANCIAL MATTERS

Acceptance of 2019 Audit and Approval of District Representation Letter

Ms. Schilling reviewed the 2019 audit with the Board. Ms. Schilling reported that she is prepared to issue an unmodified opinion, which is the best opinion that can be issued. It was noted that legal counsel provided a few minor comments on the audit which Ms. Schilling will incorporate into the finalized audit.

Upon motion of Mr. Beckman, seconded by Mr. Craig, the Board unanimously accepted the 2019 audit, subject to final comments by legal counsel, and authorized the execution of the client representation letter.

Approval of Additional Claims

Ms. Wheeler presented the Board with additional claims in the amount of \$5,200. Upon motion of Mr. Beckman, seconded by Ms. Johnson, the Board unanimously approved the additional claims.

LEGAL MATTERS

None.

DEVELOPER MATTERS

Status of Owners' Association for Development

Mr. Parker reported that the owners' association is still in process.

**CONSTRUCTION
MATTERS**

Storm Water Inspection
Update

Ms. Tanaka reported that Mr. Simons completed his annual inspection of the District’s storm water system. The report was provided to Armstrong so that the District’s landscape contractor can address the concerns and make the necessary repairs and maintenance.

OTHER BUSINESS

Next Meeting

The next regular meeting is scheduled for November 4, 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 (Nov 23, 2020 16:38 MST)

Secretary for the District












2020-11-04 Meeting Packet - HPP

Final Audit Report

2020-11-23

Created:	2020-11-05
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