

MINUTES OF THE SPECIAL MEETING OF THE BOARD
OF DIRECTORS

OF

HIGHLANDS METROPOLITAN DISTRICT NO. 1

Held: Thursday, October 20th, at 11:00 a.m.

This meeting was held via teleconference.

Attendance

The special meeting of the Board of Directors of the Highlands Metropolitan District No. 1, was called and held as shown above and in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve on the Board, were in attendance:

José-Luis Daniel Montiel **joined meeting where indicated*
Jacquelyn Eisenberg-Nelson
Kathryn Jewkes
Sean Nelson

Also present were Megan J. Murphy, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Diane Wheeler, Simmons & Wheeler, P.C., District Accountant.

Call to Order/Declaration of Quorum

Noting that a quorum of the Board was present, Director Eisenberg-Nelson called the meeting to order.

Conflict of Interest Disclosures

Ms. Murphy advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Murphy reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of 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. Murphy 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 participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

Approval of Agenda

Ms. Murphy presented the proposed agenda to the Board. Following discussion, upon a motion duly made and seconded, the Board approved the agenda, as presented.

Public Comment

None.

Approval of Minutes from July 13, 2022 Special Meeting

Ms. Murphy presented the July 13, 2022 special meeting minutes to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the minutes.

Legal Matters

*Director Montiel joined the meeting

Consider Adoption of 2023 Annual Administrative Resolution

Ms. Murphy presented the 2023 Annual Administrative Resolution to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution.

Renewal of Property and Liability Schedule and Limits, Workers Compensation Coverage, and SDA Membership

Ms. Murphy presented the Property Liability Schedule and Limits to the Board. Following discussion, upon a motion duly made and seconded the Board unanimously approved the insurance schedules, workers compensation coverage, and renewal of the SDA membership for 2023.

Adoption of the Resolution Calling May 2023 Election

Ms. Murphy presented the Resolution Calling May 2, 2023 Election to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution designating the District’s website as the second method of providing notice of the call for nominations.

Financial Matters

Consider Approval/Ratification of Claims for Payables

Ms. Wheeler presented claims totaling \$17,335.62 for ratification. Following discussion, upon a motion duly made, the Board unanimously ratified the claims.

Consider Acceptance of Unaudited Financial Statements

Ms. Wheeler presented the August 31, 2022 unaudited financial statements for acceptance. Following discussion, upon a motion duly made, the Board unanimously accepted the unaudited financial statements.

Conduct 2023 Budget Hearing and Consider Adoption of

The public hearing on the proposed 2023 Budget was opened. Ms. Murphy noted that the notice of public hearing was provided in accordance with Colorado law. No written objections have been

Resolution to Adopt 2023
Budget and Set Mill Levies

received prior to the meeting. There being no public comment, the hearing was closed.

Ms. Wheeler reviewed the 2023 Budget Resolution with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution adopting the 2023 Budget, appropriating funds therefor, and certifying mills.

The Board directed legal counsel and the District's accountant to certify the mill levies by December 15, 2022 and file the 2023 Budget by January 30, 2023.

Other Financial Matters

The Board engaged in discussion regarding the 2022 Audit. Following discussion, upon a motion duly made and seconded, the Board unanimously approved Hiratsuka & Associates to prepare the 2022 audit subject to final review of cost.

Adjournment

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

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

Kathryn Jewkes

Kathryn Jewkes (Dec 19, 2022 15:51 MST)

Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 15th day of December, 2022.