

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE HIGHLINE CROSSING METROPOLITAN DISTRICT HELD SEPTEMBER 27, 2023

A regular meeting of the Board of Directors (referred to hereafter as the “Board”) of the Highline Crossing Metropolitan District (referred to hereafter as the “District”) was convened on Wednesday, September 27, 2023 at 6:00 p.m. This District Board meeting was held by video without any individuals (neither District representatives nor the general public) attending in person. The meeting was open to the public.

Directors In Attendance Were:

Daniel Payotelis

Bryan O’Sullivan

Also In Attendance Was:

Peggy Ripko; Special District Management Services, Inc.

**DISCLOSURE OF
POTENTIAL
CONFLICTS OF
INTEREST**

Disclosure of Potential Conflicts of Interest: Ms. Ripko noted a quorum was present and discussed the requirements under Colorado Statute to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest regarding any matters scheduled for discussion at this meeting. It was noted that all Directors are residents of the District and no conflicts of interest were filed, nor were any additional conflicts disclosed.

**ADMINISTRATIVE
MATTERS**

Agenda: Ms. Ripko distributed for the Board’s review and approval, a proposed Agenda for the District's special meeting.

Following discussion, upon motion duly made by Director O’Sullivan, seconded by Director Payotelis and, upon vote, unanimously carried, the Agenda was approved.

Meeting Location and Posting of Notice: The Board discussed the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, the Board determined to conduct the meeting by conference call. The Board further noted that notice of this meeting and the conference call access was duly posted and that it had not received any objections to the format of the meeting or any requests that the meeting format be changed by taxing electors within the District’s boundaries.

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Minutes: The Board deferred the minutes of the March 7, 2023 and May 2, 2023 Special Meetings, and the March 14, 2023 Continued Meeting.

Appointment of Officers: Following discussion, upon motion duly made by Director O’Sullivan, seconded by Director Payotelis and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Daniel Payotelis
Treasurer	Brian O’Sullivan
Recording Secretary	Peggy Ripko
Assistant Secretary	Vacant
Assistant Secretary	Vacant

COVENANT CONTROL/ COMMUNITY MANAGEMENT

Community Manager’s Report: Ms. Ripko provided an update to the Board regarding the community manager report.

Service Agreement between the District and Landtech Landscape and Maintenance for 2023-2024 Snow Removal Services: The Board reviewed and considered the Service Agreement between the District and Landtech Landscape and Maintenance for 2023-2024 Snow Removal Services.

Following discussion, upon motion duly made by Director Payotelis, seconded by Director O’Sullivan and, upon vote, unanimously approved a service agreement from Landtech Landscape and Maintenance for the 2023-2024 Snow Removal Services.

Service Agreement between the District and Landtech Contractors, LLC for tree trimming and tree removal: The Board reviewed and considered the Service Agreement between the District and Landtech Contractors, LLC for tree trimming and tree removal.

Following discussion, upon motion duly made by Director Payotelis, seconded by Director O’Sullivan and, upon vote, unanimously approved a service agreement from Landtech Contractors, LLC for tree trimming and tree removal.

Engagement of Erb Law, LLC for Legal Services as General Counsel: The Board discussed the Engagement of Erb Law, LLC for Legal Services as General Counsel.

Following discussion, upon motion duly made by Director Payotelis, seconded by Director O’Sullivan and, upon vote, unanimously approved the Engagement of Erb Law, LLC for Legal Services as General Counsel.

FINANCIAL MATTERS

2022 Audit: The Board reviewed the 2022 Audit.

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Following review and discussion, upon motion duly made by Director O’Sullivan, seconded by Director Payoltelis and, upon vote, unanimously carried, the Board ratified approval of the 2022 Audit and authorization of execution of the Audit Representations Letter.

2022 Budget Amendment Hearing: The President opened the public hearing to consider the Resolution to Amend the 2022 Budget and consider adoption of Resolution to Amend the 2022 Budget and Appropriate Expenditures.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received, and the public hearing was closed.

Following review and discussion, Director Payoltelis moved to adopt the Resolution to Amend 2022 Budget, Director O’Sullivan seconded the motion and, upon vote, unanimously carried, the Board adopted Resolution No. 2023-09-01 to Amend the 2022 Budget.

**PUBLIC
COMMENTS**

There were no public comments.

LEGAL MATTERS

Bond Refinancing Options: The Board discussed Bond refinancing options.

Piper Sandler & Co.: The Board reviewed a proposal from Piper Sandler & Co. No action was taken.

D.A. Davidson & Co.: The Board reviewed a proposal from D.A. Davidson & Co. No action was taken.


OTHER MATTERS

There were no other matters.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director O’Sullivan, seconded by Director Payotelis and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: 
Secretary for the Meeting