

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS

OF

HASKINS STATION METROPOLITAN DISTRICT

Held: Wednesday, November 15, 2023, at 11:30 A.M.

*The meeting was held via teleconference.*

**ATTENDANCE**

The regular meeting of the Board of Directors of Haskins Station Metropolitan District was called and held in accordance with the applicable laws of the State of Colorado. The following Directors, having confirmed their qualifications to serve, were in attendance:

Christian M. Janke  
Christopher Elliott  
Corey Elliott  
Matthew Gayda Cavanaugh  
Charles R. Hauptman

Also present were: Kristin B. Tomkins, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel; Ashley B. Frisbie and Dan J. Cordova, White Bear Ankele Tanaka & Waldron, District Management; Sarah Hunsche, E5X Management; Susie Ellis, Community Preservation Specialists, Inc.; and Alyssa Ferreira, CliftonLarsonAllen LLP, District Accountant.

**Call to Order/Declaration of Quorum**

It was noted that a quorum of the Board was present and that the meeting was called to order.

**Conflicts of Interest Disclosures**

Ms. Frisbie advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Frisbie reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest, if any, 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. Frisbie 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. Frisbie presented the Board with the proposed agenda for the meeting. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda as presented.

**Public Comment**

None.

**Consent Agenda**

Ms. Frisbie reviewed the items on the consent agenda with the Board. Ms. Frisbie advised the Board that any item may be moved from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the Board unanimously approved, ratified, and/or adopted following:

- Minutes from October 18, 2023 Regular and Annual Meetings

**Management Matters**

**General Update**

Ms. Frisbie informed the Board that management has been working with Ms. Ellis on finalization of the changes to the Residential Improvement Guidelines and Site Restrictions for Haskins Station to allow for metal railings, as approved by the Board at the October 18, 2023 meeting.

Ms. Ellis provided an update on covenant violations and design review, noting that there have been quite a few recent violations, including trash receptacles being left outside and materials being installed on rooftops of the cityscape units.

Ms. Frisbie noted that the District continues to monitor multiple instances where property owners have utilized common area tracts to access backyard areas for landscape installation. The District is sending notice to the property owners where there have been violations, but the builder is coordinating directly with the property owners for restoration.

**Consider Adoption of 2024 Annual Administrative Resolution**

Ms. Frisbie presented the 2024 Annual Administrative Resolution to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution.

Consider Approval of Renewal of Property and Liability Schedule and Limits, Workers Compensation Coverage, and SDA Membership for 2024

Ms. Frisbie presented the Board with the Property and Liability Schedule and Limits, Workers Compensation Coverage, and SDA Membership for 2024. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the 2024 renewals.

Update on Status of Operations and Maintenance Agreement (Filing No. 1) with Haskins Station Owners Association

Mr. Cordova provided the Board with an update on the status of the Operations and Maintenance Agreement (Filing No. 1) with the Haskins Station Owners Association, noting that the agreement is nearing completion and being finalized by legal counsel.

Update on Community Garden

Ms. Frisbie informed the Board that an anonymous survey was circulated to the community, with a 50% response rate to date, with about 63% of respondents noting interest in participation in the planting of a garden plot and 5 residents indicating interest in participating on a garden committee. No action was taken by the Board at this time.

Other Management Matters

None.

### **Legal Matters**

Other Legal Matters

None.

### **Financial Matters**

Consider Approval of Claims

Ms. Ferreira presented the Board with the claims through November 9, 2023. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the claims in the amount of \$20,558.56.

Consider Acceptance of Schedule of Cash Position

Ms. Ferreira presented the Board with the Schedule of Cash Position, dated August 31, 2023, and updated as of November 8, 2023. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the Schedule of Cash Position.

Conduct Public Hearing on 2023 Budget Amendments and Consider Adoption of Resolution Amending 2023 Budget (if necessary)

Ms. Ferreira noted a 2023 Budget Amendment was not needed.

Conduct Public Hearing on 2024 Budget and Consider Adoption of Resolution Adopting Budget, Imposing Mill Levy and Appropriating Funds

The public hearing on the proposed 2024 Budget was opened. Ms. Frisbie noted that notice of the public hearing was provided in accordance with Colorado law. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.

Ms. Ferreira reviewed the 2024 Budget with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution adopting the 2024 Budget, appropriating funds and certifying mills for the general fund and for the debt fund, as shown in the 2024 Budget, subject to receipt of the final assessed valuation.

Consider Approval of Engagement of Haynie & Company to Perform 2023 Audit

Ms. Ferreira presented the proposed engagement letter from Haynie & Company to perform the 2023 Audit. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the engagement of Haynie & Company to perform the 2023 audit.

Consider Approval of Master Service Agreement and Special Districts Preparation Scope of Work and Payroll Services Scope of Work with CliftonLarsonAllen LLP for District Accounting Services

Ms. Ferreira presented the Master Service Agreement and Special Districts Preparation Scope of Work and Payroll Services Scope of Work to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement and scopes of work.

Other Financial Matters

None.

**Other Business**

It was noted that staff was not aware of any business requiring a December meeting. Following discussion, the Board determined to cancel the December 20, 2023 regular meeting.

**Adjournment**

There being no further business to come before the Board, and following discussion and upon a 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.

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Secretary for the Meeting