

MINUTES OF THE SPECIAL JOINT MEETING OF THE
BOARDS OF DIRECTORS OF

HILLTOP AT DIA METROPOLITAN DISTRICT NOS.
1-3

Held: Monday, May 2, 2022, at 11:00 a.m. via
teleconference

Attendance

The special meeting of the Boards of Directors of the Hilltop at DIA Metropolitan District Nos. 1-3 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:

Donald Rosier
Brian Bulatovic
Matt Burbach

Also present: Blair M. Dickhoner, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel.

Call to Order

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

**Conflict of Interest
Disclosures**

Mr. Dickhoner advised the Boards that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Dickhoner 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 Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. Mr. Dickhoner inquired into whether members of the Boards 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 Boards to act.

Agenda

Mr. Dickhoner presented the proposed agenda to the Boards. Upon a motion duly made and seconded, the Boards unanimously approved the agenda as presented.

Director Matters

Election of Officers

The Boards engaged in general discussion regarding the Election

of Officers. Following discussion, upon a motion duly made and seconded, the Boards elected Director Rosier as President, Director Bulatovic as Treasurer, and Director Burbach as Secretary.

Approval of Minutes from January 31, 2019 special meeting

There were no minutes to approve as it was determined the January 31, 2019 meeting was not held.

Legal Matters

Consider Adoption of Resolution Establishing an Electronic Signature Policy

Mr. Dickhoner presented the Boards with the Resolution Establishing an Electronic Signature Policy for consideration. Following discussion, upon a motion duly made and seconded, the Boards unanimously adopted the resolution.

Consider Adoption of Resolution Designating the Location of Regular Meetings of the Board of Directors

Mr. Dickhoner presented the Boards with the Resolution Designating the Location of Regular Meetings of the Board of Directors for consideration. Following discussion, upon a motion duly made and seconded, the Boards unanimously adopted the resolution and determined to hold regular meetings at 2679 Main Street, Littleton, 80120.

Consider Adoption of 2022 Joint Annual Administrative Resolution

Mr. Dickhoner presented the Boards with the 2022 Joint Annual Administrative Resolution for consideration. Following discussion, upon a motion duly made and seconded, the Boards unanimously adopted the resolution.

Consider Adoption of Resolution Calling May 3, 2022 Election

Mr. Dickhoner presented the Boards with the Resolution Calling Election for consideration. Following discussion, upon a motion duly made and seconded, the Boards unanimously adopted the resolution.

Discuss District Website Requirements and Options

Mr. Dickhoner discussed the statutory requirements for a District website and presented proposals for the Boards consideration.

Discuss July 5, 2022 Special Election

Mr. Dickhoner discussed the July 5, 2022 Special Elections and reviewed the process for cancelling the elections with the Boards. No Board action required.

Insurance Matters

Discuss Director Liability Issues and Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements

Mr. Dickhoner discussed the Director Liability Issues and reviewed the Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements with the Boards.

Discuss Insurance Requirements and Consider Adoption of Resolution Approving an IGA with the Colorado Special Districts Property and Liability Pool and Authorize Membership in the Special District Association

Mr. Dickhoner discussed insurance requirements with the Boards. The Boards reviewed the Resolution Approving an IGA with the Colorado Special Districts Property and Liability Pool. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution and approved membership in the Special District Association.

Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services

Mr. Dickhoner presented the Boards with the Agency Services Agreement with T. Charles Wilson Insurance Services for consideration. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the agreement.

Discuss Worker's Compensation Coverage and Consider Authorizing Filing of Exclusion of Uncompensated Public Officials form for 2022 Policy Period

The Boards engaged in discussion regarding Worker's Compensation Coverage; Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the filing of Exclusion of Uncompensated Public Officials form for 2022 Policy Period.

Consider Approval of Property and Liability Insurance Limits and Deductibles

The Board reviewed the proposed general liability schedule and limits. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the proposed general liability schedule and authorized legal counsel to bind coverage.

Engagement of Consultants

Review and Consider Approval of Proposal for Accounting Services

The Boards reviewed the received proposals for Accounting Services. Following review and discussion, upon a motion duly made and seconded, the Board unanimously approved the engagement of Marchetti & Weaver, LLC as District Accountant.

Developer Agreements

Consider Approval of Funding and Reimbursement Agreement (Operations & Maintenance)

Mr. Dickhoner presented the Board of District No. 1 with the Funding and Reimbursement Agreement (Operations & Maintenance) with SAV Land Holdings West LLC. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement subject to finalization by legal counsel and developer's counsel.

Consider Approval of Public Improvements Acquisition

Mr. Dickhoner presented the Board of District No. 1 with Public Improvements Acquisition and Reimbursement Agreement with

and Reimbursement
Agreement

SAV Land Holdings West LLC. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement subject to finalization by legal counsel and developer's counsel.

Financial Matters

Conduct Public Hearings on
2022 Budget

Director Rosier opened the public hearings on the proposed 2022 Budget. Mr. Dickhoner noted that the notice of public hearings was provided in accordance with Colorado law. No written objections have been received prior to the meeting. There being no public comment, the hearings were closed.

*Consider Adoption of
Resolution Approving 2022
Budget*

Mr. Dickhoner reviewed the proposed 2022 Budget with the Board of District No. 1. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution adopting the 2022 Budget and appropriating funds.

Mr. Dickhoner reviewed the proposed 2022 Budget with the Board of District No. 2. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution adopting the 2022 Budget and appropriating funds.

Mr. Dickhoner reviewed the proposed 2022 Budget with the Board of District No. 3. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution adopting the 2022 Budget and appropriating funds.

Other Financial Matters

Other Business

None.

Adjournment

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

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

Matt Burbach

Matt Burbach (Dec 12, 2022 14:33 MST)

Secretary for the Meeting











Hilltop at DIA MD Nos. 1-3 2022-11-16 Execution Packet

Final Audit Report

2022-12-12

Created:	2022-12-12
By:	Emilee Hansen (ehansen@wbapc.com)
Status:	Signed
Transaction ID:	CBJCHBCAABAAvYeffllry1Cvfy017QOmIBYuUzW8nWw5

"Hilltop at DIA MD Nos. 1-3 2022-11-16 Execution Packet" History

-  Document created by Emilee Hansen (ehansen@wbapc.com)
2022-12-12 - 8:41:30 PM GMT- IP address: 50.209.233.181
-  Document emailed to drosier@sherman-associates.com for signature
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2022-12-12 - 8:59:32 PM GMT- IP address: 98.43.224.104
-  Signer drosier@sherman-associates.com entered name at signing as Donald Rosier
2022-12-12 - 9:01:50 PM GMT- IP address: 98.43.224.104
-  Document e-signed by Donald Rosier (drosier@sherman-associates.com)
Signature Date: 2022-12-12 - 9:01:52 PM GMT - Time Source: server- IP address: 98.43.224.104
-  Document emailed to mburbach@sherman-associates.com for signature
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-  Email viewed by mburbach@sherman-associates.com
2022-12-12 - 9:33:26 PM GMT- IP address: 50.211.243.1
-  Signer mburbach@sherman-associates.com entered name at signing as Matt Burbach
2022-12-12 - 9:33:55 PM GMT- IP address: 50.211.243.1
-  Document e-signed by Matt Burbach (mburbach@sherman-associates.com)
Signature Date: 2022-12-12 - 9:33:57 PM GMT - Time Source: server- IP address: 50.211.243.1
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