

# RECORD OF PROCEEDING

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## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF:

### HIGHLAND PARK METROPOLITAN DISTRICT

HELD TUESDAY, OCTOBER 14, 2025, AT 11:00 AM

#### ADMINISTRATIVE ITEMS

The regular meeting of the Board of Directors of the Highland Park Metropolitan District, Arapahoe County, Colorado was called to order on the day shown above by Marcos Pacheco in accordance with the laws of the State of Colorado. The following Directors were acting:

Michael Law, President  
Sara Kosted, Secretary/Treasurer

Also present was:

Marcos Pacheco, Michael Schenfeld and Rhonda Bilek, Community Resource Services of Colorado, LLC

#### CALL TO ORDER

A quorum of the Board was present, and the meeting was called to order at 11:03 a.m.

#### CONFLICTS OF INTEREST

There were none.

#### APPROVE AGENDA

Director Law moved to approve the agenda as presented. Upon second by Director Kosted, a vote was taken, and the motion carried unanimously.

#### MINUTES

Director Law moved to approve the minutes of the meeting held on September 25, 2025, as presented. Upon second by Director Kosted, a vote was taken, and the motion carried unanimously.

#### PUBLIC COMMENT

There was none.

#### FINANCIAL MATTERS

- a. **Review and Approve/Ratify Payment of Claims:** Mr. Pacheco noted that since the September meeting, no claims have been made to ratify or approve.
- b. **Review Financial Statements:** The current financials will be covered in the public hearing in item C.
- c. **Conduct Public Hearing to Adopt 2026 Budget and Consider Approval of the 2026 Budget Resolution:** Mr. Pacheco presented and reviewed the proposed 2026 budget. Director Law asked if CRS knows how the county

reassessed the property. Mr. Pacheco does not know or have access to the county's formulas. After discussion Director Law moved to adopt the proposed 2026 budget, certify mill levies and appropriate 2026 expenditures pending the final assessed valuation from the County in December. Upon second by Director Kosted, a vote was taken and the motion carried unanimously.

#### **DIRECTOR ITEMS:**

- a. **Review and Consider Approval of the 2025-2026 Snow Removal Contract Quotes:** Mr. Schenfeld noted that the quotes received and after reviewed were all competitive, being only a small monetary difference in the contract amounts, CRS suggested continuing with Keesen since they are familiar with the district and the most efficient process for snow removal. Director Law motioned to approve the 2025-2026 snow removal contract with Keesen Landscaping and Snow Removal. Upon second by Director Kosted, a vote was taken and the motion carried unanimously.
- b. **Review and Consider Proposal from RG and Associates LLC to Provide on-Call Pump and Ponds System Contract:** Mr. Pacheco reviewed the contract provided. After discussion Director Law moved to approve subject to a comparison sheet of the previous contract. Upon second by Director Kosted, a vote was taken and the motion carried unanimously.
- c. **Consider Ratification of Payment to CO ESI Electrical for Safety Repairs to Electrical Equipment in Pump Room:** Director Law moved to ratify the payment. Upon second by Director Kosted, a vote was taken and the motion carried unanimously.

#### **MANAGEMENT ITEMS**

- a. **Review and Consider Approval of the 2026 Annual Administrative Matters Resolution:** Mr. Pacheco noted the resolution does reflect the change in statues. Director Law moved to approve the 2026 annual administration resolution as presented. Upon second by Director Kosted, a vote was taken and the motion carried unanimously.
- b. **Manager's Report** – no report.
- c. **Pavilion Gazebo Renovation Project Update** – Mr. Schenfeld noted that the project has started, and materials are ordered. The demo will start within the next week.
- d. **Landscaping Report** – irrigation has been turned off and winterized.
- e. **Engineering Report** – no report.
- f. **Update on Vallas's HOA Storm Water Mitigation Project** – the guard rails are installed.

#### **OTHER BUSINESS**

There was none.

#### **ADJOURNMENT**

Director Law moved to adjourn the meeting at 11:50 a.m. Upon a second by Director Kosted, a vote was taken, and the motion carried unanimously.

Respectfully submitted,



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Secretary for the Meeting