

**NOTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS  
OF HIGHLANDS-MEAD METROPOLITAN DISTRICT**

March 28, 2026, at 10:00 a.m. in person

**Attendance / Qualification**

The regular meeting of the Board of Directors of the Highlands-Mead Metropolitan District was called and held as shown above in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve, were in attendance:

Bryon Fessler, President  
Richard Felter, Vice President  
Joshua Crites, Secretary  
Rene Singer, Treasurer

Excused absences: Janice Bachmann, Assistant Secretary

Also present: Dan Cordova, Public Alliance LLC, District Manager and members of the public.

This special meeting was a Board Retreat and no actions were taken so only summary minutes are provided.

**Call to Order / Quorum**

Director Fessler called the meeting to order at 10:00 a.m. Director Crites conducted roll call and noted that a quorum of the Board was present.

**District Status Review**

Director Fessler updated the Board regarding ongoing deficiencies in Phase 1 public and landscaping improvements, which remain unaccepted by the Town and are estimated to require approximately \$1.6 million in repairs, according to the Town. He noted that conditional acceptance by the Town occurred between 2020 and 2022, and under the Mead Municipal Code, the Developer, Highlands Mead LLC, is responsible for maintenance and repairs during the two-year warranty period. Despite this, the Developer has not completed the required punch-list items, and almost two years have passed since the last conditional warranty expired with no Town enforcement. Complicating matters, a prior developer/builder-controlled District Board prematurely assumed maintenance responsibility for Phase 1 landscaping in 2023, resulting in over \$250,000 in District expenditures from 2023 to 2025 to address safety, infrastructure deterioration, and liability concerns. The current homeowner-controlled Board has rescinded that acceptance, reaffirming that responsibility remains with the Developer until final Town acceptance. On behalf of the District, the President has formally requested the Town issue a written demand

to the Developer to complete all Phase 1 punch-list items, draw on available letters of credit to reimburse the District for maintenance and repair costs, and establish a process for ongoing reimbursement of any future interim expenses. He emphasized that the Town has long been aware of these deficiencies and that continued inaction unfairly burdens District residents and exposes them to financial and safety risks.

Members of the public asked several questions, and the Board provided responses.

### **Board Goal Setting Discussion**

The Board brainstormed the following District goals:

#### **Goal 1: Enhance Communication and Transparency**

- Objective 1a: Enforce Covenants and Guidelines consistently and fairly, follow established timelines, and streamline enforcement and the Design Review process.
- Objective 1b: Expand homeowner communications through newsletters, flyers, website updates, and social media (information only).
- Objective 1c: Encourage homeowner engagement by promoting meeting participation and public involvement opportunities.

#### **Goal 2: Strengthen Financial Stability**

- Objective 2a: Resolve deficiencies with the Town and Developer for public improvements in Phase 1.
- Objective 2b: Evaluate and optimize mill levies, fees, and other revenue sources.
- Objective 2c: Draft a Reserve Study, identify future component items and establish a capital reserves account.
- Objective 2d: Review contracts and expenses to identify potential savings.
- Objective 2e: Operate within the approved budget and minimize the need for amendments.

#### **Goal 3: Foster Community and Engagement**

- Objective 3a: Organize community-wide events such as picnics and movies in the park.
- Objective 3b: Coordinate annual community-wide cleanups.
- Objective 3c: Support community initiatives including holiday celebrations and safety programs.

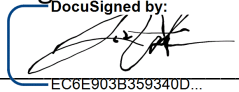
### **Strategic Planning Session**

The Board briefly discussed prioritizing Objectives 1a, 2a, 2e and 3a for 2026.

### **Adjourn**

Upon a motion duly made and seconded, the Board unanimously adjourned the meeting at 2:00 p.m.

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

DocuSigned by:  


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Joshua Crites, Secretary  
Highlands-Mead Metropolitan District