

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
CANTERBERRY CROSSING METROPOLITAN DISTRICT II
HELD OCTOBER 21, 2019**

A special meeting of the Board of Directors of the Canterbury Crossing Metropolitan District II was held on October 21, 2019 at 6:00 p.m. at Parker Station, 19751 E. Mainstreet, Parker, CO 80138

Attendance: In attendance were Directors:
Joe Lico; President
Joe Blahovec; Secretary
Sarah Lewis; Asst. Secretary/Treasurer

Also in Attendance:
Chuck Reid, Kim Herman, Jason Carroll and Alex Fink;
CliftonLarsonAllen LLP (CLA)
Elisabeth Cortese; McGeady Becher P.C.

I. Call to Order

Director Lico called the meeting to order at 6:03 p.m. with a quorum of the Board present. Upon motion duly made by Director Blahovec, seconded by Director Lewis, and upon a vote, unanimously carried, the Board excused the absence of Director Morris. The Directors present confirmed their continuing qualifications to serve.

II. Review and Approve Agenda / Meeting Location / Conflict of Interest Disclosures

It was noted to the Board that to the extent a Board member has a financial or transactional interest with respect to the District, a conflict of interest disclosure is required to be filed with the Colorado Secretary of State. It was further noted that disclosure of potential conflicts of interest statements for each director were filed with the Secretary of State seventy-two hours in advance of the meeting.

Directors Lico and Blahovec disclosed that they each serve on the Hilltop North Homeowners Association, Inc., a sub-association of the Canterbury Crossing Master Association.

Upon motion duly made by Director Blahovec, seconded by Director Lewis, and upon a vote, unanimously carried, the Board approved the agenda as presented.

The Board noted that notice of the meeting location was duly posted and that it has not received any objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries.

III. Public Comment

None.

RECORD OF PROCEEDINGS

IV. Consent Agenda

- A. Review and Approve February 26, 2019 Regular Meeting Minutes
- B. Ratify Approval of Minutes of August 27, 2018 Work Session
- C. Approval and Filing of 2018 Audit
- D. Approve Engagement of Simons & Wheeler P.C. for Preparation of 2019 Audit
- E. Authorize the District Manager to Execute the 2019 Audit Engagement Letter with Simmons & Wheeler P.C.
- F. Ratify Appointment of District Accountant to Prepare 2020 Budget

Upon motion duly made by Director Lewis, seconded by Director Blahovec, and upon a vote, unanimously carried, the Board approved the Consent Agenda.

V. Financial Matters

- A. Financial Statements.

The Board deferred review and consideration of the September 30, 2019 Unaudited Financial Statements and Cash Position Report

- B. Claims.

Following discussion, upon motion duly made by Director Blahovec, seconded by Director Lewis and upon a vote, unanimously carried, the Board ratified approval of the payment of claims in the amount of \$43,448.04, and approved payment of director fees.

- C. Appointment of District Accountant to Prepare 2021 Budget.

Following discussion, upon motion duly made by Director Lewis, seconded by Director Blahovec, and upon a vote, unanimously carried, the Board appointed the District Accountant to prepare the 2021 Budget and directed the 2021 draft budget be the same as the 2020 adopted budget unless a Board member provides input to otherwise adjust those assumptions.

VI. Budget Public Hearings and Resolutions

- A. 2019 Budget Amendment Hearing

Director Lico opened the public hearing to consider an amendment to the 2019 Budget. It was noted that Notice stating the Board would consider a 2019 Budget Amendment and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

The Board reviewed the proposed 2019 Budget Amendment. Following discussion, upon motion duly made by Director Lico, seconded by Director Lewis and, upon vote,

RECORD OF PROCEEDINGS

unanimously carried, the Board adopted Resolution No. 2019-10-01 to Amend the 2019 Budget, upon finalization, as follows:

General Fund: \$79,0000 to \$85,000
Debt Service Fund: \$690,937 to \$710,000

B. 2020 Budget Hearing

Director Lico opened the public hearing to consider the proposed 2020 Budget and to discuss related issues. It was noted that Notice stating that the Board would consider adoption of the 2020 Budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Following discussion, the Board considered the adoption of Resolution No. 2019-10-02 to Adopt Budget and Appropriate Sums of Money, and Resolution No. 2019-10-04 to Set Mill Levies. Upon motion duly made by Director Lico, seconded by Director Lewis and, upon vote, unanimously carried, the Board adopted Resolution Nos. 2019-10-02 and 2019-10-04, upon finalization, and authorized execution of the Certification of Budget and Certification of Mill Levies, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2019. CLA was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Douglas County not later than December 15, 2019. CLA was also authorized to transmit the Certification of Budget to the Division of Local Government no later than January 30, 2019.

C. Discuss and Consider Adoption of Resolution No. 2019-10-03 Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution Article X, Section 3

Resolution No. 2019-10-03 was not needed.

D. Resolution No. 2019-10-05, Adopting the Recreation Center Fees and Approving the Recreation Center Budget for the 2020 Calendar and Fiscal Year, as Set by The Villages of Parker Master Association, Inc. d/b/a Canterbury Crossing Master Association

Following discussion, upon motion duly made by Director Blahovec, seconded by Director Lewis, and upon a vote, unanimously carried, the Board approved Resolution 2019-10-05, Adopting the Recreation Center Fees and Approving the Recreation Center Budget for the 2020 Calendar and Fiscal Year, as Set by The Villages of Parker Master Association, Inc. d/b/a Canterbury Crossing Master Association.

RECORD OF PROCEEDINGS

- E. Consider Authorizing the District Accountant to Prepare and Sign the DLG-70 Mill Levy Certification Form for Certification to the Board and County Commissioners and Other Interested Parties

Following discussion, upon motion duly made by Director Lico, seconded by Director Lewis, and upon a vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification Form for certification to the Board and County Commissioners and other interested parties.

VII. Action Items

- A. New Legislation Regarding Posting Meeting Notices on the District's Website

Following discussion, upon motion duly made by Director Blahovec, seconded by Director Lewis, and upon a vote, unanimously carried, the Board authorized the District website for online posting for meeting notices.

- B. Resolution No. 2019-10-06, Establishing 2020 Meeting Dates, Time and Location, Establishing District Website and Designating Location for 24-Hour Notices

Following discussion, upon motion duly made by Director Blahovec, seconded by Director Lewis, and upon a vote, unanimously carried, the Board approved Resolution 2019-10-06, Establishing 2020 Meeting Dates, Time and Location, Establishing District Website and Designating Location for 24-Hour Notices, noting the Annual Meeting would be scheduled for February 24, 2020

VIII. Manager Items

- A. Section 32-1-809, C.R.S., Reporting Requirements and Mode of Eligible Elector Notification for 2020

The Board discussed the Section 32-1-809, C.R.S. reporting requirements and mode of eligible elector notification. Following discussion, the Board directed staff to post on the District website and the Special District Association website.

- B. Other

Mr. Reid advised the Board that his last day with CLS is November 1, 2019, and that Kim Herman will be the new District Manager.

IX. Attorney Items

- A. Resolution 2019-10-07, Calling May 5, 2020 Election for Directors, Appointing Designated Election Official ("DEO") and Authorizing DEO to Perform all Tasks

RECORD OF PROCEEDINGS

Required for the Conduct of a Mail Ballot Election. Self-Nomination Forms are Due by February 28, 2020

Following discussion upon motion duly made by Director Lewis, seconded by Director Lico, and upon a vote, unanimously carried, the Board approved Adoption of Resolution 2019-10-07, Calling May 5, 2020 Election for Directors, Appointing Designated Election Official (“DEO”) and Authorizing DEO to Perform all Tasks Required for the Conduct of a Mail Ballot Election.

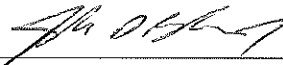
X. Board Member Items

None.

XI. Adjournment

Upon a motion duly made by Director Lico, seconded by Director Lewis, and upon a vote, unanimously carried, the Board adjourned the meeting at 6:57 p.m.

Respectfully submitted by,



Secretary of the Board