

**MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE  
CANTERBERRY CROSSING METROPOLITAN DISTRICT  
HELD OCTOBER 26, 2020**

A special meeting of the Board of Directors (the “Board”) of the Canterbury Crossing Metropolitan District (the “District”) was held on October 26, 2020 at 5:30 p.m. via video conference. The meeting was open to the public.

Attendance      In attendance were Directors:  
Michael Young  
Charles “Chuck” Haynes

Others:  
Kim Herman and Alex Fink; CliftonLarsonAllen LLP (CLA)  
Suzanne Meintzer; McGeady Becher, P.C.

Call to Order      The meeting was called to order at 5:31 p.m. by Director Young.

Approval of  
Agenda            A quorum of the Board was present and following discussion, upon a motion duly made by Director Haynes, seconded by Director Young and, upon a vote, unanimously carried, the Agenda was approved as presented.

May 5, 2020  
Election  
Results            Ms. Herman reviewed the election results with the Board. Following discussion, upon a motion duly made by Director Young, seconded by Director Haynes and, upon a vote, unanimously carried, the Election Results were approved.

Acknowledge  
Resignation  
of Michael  
Drake              Ms. Herman acknowledged the resignation of Michael Drake.

Public  
Comment            None.

Consent  
Agenda              The Board approved the following items:

- A. The October 30, 2019 Special Meeting Minutes
- B. Ratify Approval and Filing of 2019 Audit
- C. Approve Engagement of Simmons & Wheeler, P.C. for Preparation of 2020 Audit
- D. Authorize the District Manager to Execute the 2020 Audit Engagement Letter with Simmons & Wheeler, P.C
- E. Ratify Appointment of District Accountant to Prepare 2021 Budget
- F. Ratify Resolution No. 2019-10-01, Resolution of the Board of Directors of Canterbury Crossing Metropolitan District Calling a Regular Election for Election of Directors on May 5, 2020

RECORD OF PROCEEDINGS

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- G. Ratify Engagement of Seter & Vander Wall, P.C., for Special Legal Services – May 5, 2020 Director’s Election.

Following discussion, upon motion duly made by Director Haynes, seconded by Director Young, and upon a vote, unanimously carried, the Board approved or ratified approval of Items A through G, as noted above.

Financial Matters

Unaudited Financial Statements and Cash Position Report

Mr. Fink presented the June 30, 2020 Unaudited Financial Statements. Following discussion, upon a motion duly made by Director Young, seconded by Director Haynes and, upon a vote, unanimously carried, the Financial Statements were accepted as presented.

Payment of Claims and Director Fees

Upon a motion duly made by Director Haynes, seconded by Director Young, and upon a vote, unanimously carried, the Board ratified the payment of claims in the amount of \$50,323.77 and ratified payment of Director Fees.

Appointment of District Accountant to Prepare 2022 Budget

Upon a motion duly made by Director Young, seconded by Director Haynes, and upon a vote, unanimously carried, the Board appointed the District Accountant to prepare the 2022 Budget.

Other

None.

Public Hearings

Amendment to the 2020 Budget

The public hearing to consider a Resolution to Amend the 2020 Budget and discuss related issues was opened.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2020 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. There were no members of the public present to submit comments during the public hearing and the public hearing was closed.

Following discussion, the Board determined that a 2020 Budget Amendment was not needed.

RECORD OF PROCEEDINGS

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2021 Budget

Upon a motion duly made by Director Haynes, seconded by Director Young, and upon a vote, unanimously carried, the Board opened the public hearing at 5:46 p.m.

It was noted that publication of Notice stating that the Board would consider adoption of the 2021 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. There were no members of the public present to submit comments during the public hearing and the public hearing was closed at 5:47 p.m.

Mr. Fink reviewed the proposed 2021 Budget with the Board.

Upon a motion duly made by Director Haynes, seconded by Director Young, and upon a vote, unanimously carried, the Board approved the 2021 Budget.

Action Items      Resolution No. 2020-10-01 to Amend 2020 Budget

Not necessary.

Resolution No. 2020-10-02, Resolution to Adopt the 2021 Budget and Appropriate Sums of Money

Upon a motion duly made by Director Young, seconded by Director Haynes, and upon a vote, unanimously carried, the Board adopted Resolution No. 2020-10-02 to approve the 2021 Budget and Appropriate Sums of Money.

Resolution No. 2020-10-03 to Set Mill Levies

Upon a motion duly made by Director Young, seconded by Director Haynes, and upon a vote, unanimously carried, the Board adopted Resolution 2020-10-03, to Set Mill Levies as specified in the 2021 Budget.

Resolution 2020-10-04, Adopting the Recreation Center Fees and Approving the Recreation Center Budget for the 2021 Calendar and Fiscal Year, as Set by The Villages of Parker Master Association, Inc. d//b/a Canterbury Crossing Master Association

Upon a motion duly made by Director Haynes, seconded by Director Young, and upon a vote, unanimously carried, the Board adopted Resolution 2020-10-04, Adopting the Recreation Center Fees and Approving the Recreation Center Budget for the 2021 Calendar and Fiscal Year, as Set by The Villages of Parker Master Association, Inc. d//b/a Canterbury Crossing Master Association.

RECORD OF PROCEEDINGS

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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.

Upon a motion duly made by Director Haynes, seconded by Director Young, 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.

Resolution No. 2020-10-05, Establishing 2021 Meeting Dates, Time, and Location, and Designating Location for 24-Hour Notices

Upon a motion duly made by Director Young, seconded by Director Haynes, and upon a vote, unanimously carried, the Board adopted Resolution 2020-10-05, Establishing 2021 Meeting Dates, Time, Location, and Designation Location for 24-Hour Notices.

Ratify Approval of 2019 Annual Report

Upon a motion duly made by Director Young, seconded by Director Haynes, and upon a vote, unanimously carried, the Board approved to ratify the 2019 Annual Report.

Manager  
Items

Conservation Trust Fund Project Update

Ms. Herman provided an update to the Board.

Insurance Renewal, Insurance Schedules and Statutory Requirement for Position Schedule Bond

Ms. Herman reviewed with the Board. Following discussion, upon a motion duly made by Director Haynes, seconded by Director Young, and upon a vote, unanimously carried, the Board approved the Insurance Renewal, Insurance Schedules and Statutory Requirement for the Position Schedule Bond.

Transparency Notice Reporting requirements and Mode of Eligible Elector Notification for 2021

Ms. Herman reviewed with the Board. Following discussion, upon a motion duly made by Director Haynes, seconded by Director Young, and upon a vote, unanimously carried, the Board approved the Transparency Notice Reporting Requirements and Mode Eligible Elector Notification for 2021.

Quorum for Next Meeting, the Annual Meeting on February 18, 2021

RECORD OF PROCEEDINGS

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It was discussed that February 22, 2021 would not work for the next annual meeting. It was decided that February 18, 2021 would be the next annual meeting date.

Other

None.

Attorney  
Items

None.

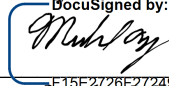
Board  
Member  
Items

None.

Adjournment

There being no further business to come before the Board at this time, the meeting was adjourned at 6:04 p.m.

Respectfully Submitted,

DocuSigned by:  


F15E2726F27249B...  
Secretary for the Meeting

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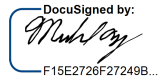
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Michael Young

myoung@forever-youngs.com

Security Level: Email, Account Authentication (None)

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## Electronic Record and Signature Disclosure:

Accepted: 2/24/2021 8:36:22 AM

ID: 644c3440-15c0-4095-a608-3bcd7395cd7e

## In Person Signer Events

## Signature

## Timestamp

## Editor Delivery Events

## Status

## Timestamp

## Agent Delivery Events

## Status

## Timestamp

## Intermediary Delivery Events

## Status

## Timestamp

## Certified Delivery Events

## Status

## Timestamp

## Carbon Copy Events

## Status

## Timestamp

## Witness Events

## Signature

## Timestamp

## Notary Events

## Signature

## Timestamp

## Envelope Summary Events

## Status

## Timestamps

Envelope Sent

Hashed/Encrypted

2/22/2021 12:58:18 PM

Certified Delivered

Security Checked

2/24/2021 8:36:22 AM

Signing Complete

Security Checked

2/24/2021 8:37:40 AM

Completed

Security Checked

2/24/2021 8:37:40 AM

## Payment Events

## Status

## Timestamps

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