

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
CANTERBERRY CROSSING METROPOLITAN DISTRICT
(THE "DISTRICT")
HELD
OCTOBER 19, 2023

A special meeting of the Board of Directors (referred to hereafter as the "Board") of the District was convened on Thursday, October 19, 2023, at 6:00 p.m. The District Board meeting was held via video/teleconference. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Michael Young, President

Also, In Attendance Were:

Krista Baptist and Curtis Bourgoon; CliftonLarsonAllen LLP
Suzanne Meintzer, Esq.; McGeady Becher P.C.

ADMINISTRATIVE MATTERS

Call to Order and Approval of Agenda: Director Young called the meeting to order. Following review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the agenda.

Disclosures of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. It was noted that Director Young serves on the Board of Directors for the Meadowridge East Homeowners Association, a sub association of The Villages of Parker Master Association, Inc., d/b/a Canterbury Crossing Master Association. It was requested that the Board consider whether they had any additional conflicts of interest to disclose with regard to any matters scheduled for discussion at this meeting. No additional disclosures were made.

Quorum, Location of Meeting and Posting of Meeting Notice: The presence of a quorum was confirmed.

The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. Following discussion, upon motion duly and seconded by Director Young and, upon vote, unanimously carried, the Board determined to conduct this meeting via video/teleconference and encouraged public participation via video/teleconference. It was further noted that notice of the video/teleconference time and date was duly posted and that no objections to the video/teleconference or any requests that the meeting place be changed by taxpaying electors within

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the District's boundaries have been received.

Public Comment: None.

May 2, 2023 Regular Director's Elections: Attorney Meintzer reported that the Designated Election Official (DEO) did not receive any Self-Nomination and Acceptance forms to run in the May 2, 2023 Directors' Election before the statutory deadline. Thus, because there were not more candidates than positions available on the Board of Directors, the election was cancelled, as allowed under Colorado law. There are currently four vacancies on the Board.

Board Vacancies: Attorney Meintzer discussed the vacancies with the Board. No action was taken.

Appointment of Officers: Following discussion, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the following slate of officers were appointed for the District:

President/Treasurer: Michael Young
Recording Secretary: Krista Baptist

Resolution No. 2023-10-01, Establishing 2024 Regular Meeting Dates, Time, and Location, and Designating Location for 24-Hour Notices: Following review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board adopted the Resolution No. 2023-10-01, Establishing 2024 Regular Meeting Dates, Time, and Location, and Designating Location for 24-Hour Notices, and determined to hold 2024 meetings on Thursday, February 15th and Thursday, October 17th at 5:30 p.m. via video/teleconference.

Section 32-1-809, C.R.S. Requirements (Transparency Notice): The Board discussed the special district transparency requirements of Section 32-1-809, C.R.S. Following discussion, the Board directed CLA to post the special district transparency notice on the Special District Association website and the District website.

Section 32-1-306, C.R.S. Requirements (Annual Map Filing): The Board discussed the annual map filing requirements of section 32-1-306, C.R.S., and directed CLA to complete and file the District's map for 2024.

CONSENT AGENDA

The Board considered the Consent Agenda, consisting of the following:

- **Approval of March 6, 2023 Special Meeting Minutes**

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- **Ratify Filing of 2022 Audit**
- **Ratify Filing of 2022 Annual Report**

Following review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the Consent Agenda.

FINANCIAL MATTERS

Public Hearing to Consider Amendments of the 2023 Budget: The public hearing to consider an amendment to the 2023 Budget was opened.

It was noted that publication of Notice stating that the Board would consider amendment of the 2023 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 the public hearing.

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

It was noted that an amendment to the 2023 Budget was not required.

Public Hearing on 2024 Budget: The Board opened the public hearing to consider the proposed 2024 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider the 2024 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 the public hearing.

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

Upon motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the 2024 Budget, as discussed, and considered adoption of Resolution No. 2023-10-02 to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution No. 2023-10-03 to Set Mill Levies.

Following discussion, upon motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board adopted the Resolutions and authorized execution of the Certification of Budget. The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Douglas County subject to final assessed valuation from the County. CLA was directed to transmit the Certification of Budget to the Division of Local Government no later than January 31, 2024.

July 21, 2023 Unaudited Financial Statements and Cash Position: Following

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review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board accepted the July 31, 2023 Unaudited Financial Statements and Cash Position Report.

Payment of Claims and Directors' Fees: Following review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board ratified the approval of the payment of claims totaling \$41,385.19 and the payment of Directors' Fees.

DLG-70 Certification of Tax Levies Form: Upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board appointed the District's accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

2025 Budget Preparation: Upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board appointed the District's accountant to prepare 2025 Budget.

2023 Audit Preparation: Following discussion, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the engagement of Simmons & Wheeler, P.C. to prepare the 2023 Audit.

LEGAL MATTERS

Resolution No. 2023-10-04, Adopting the Recreation Center Fees and Approving the Recreation Center Budget for the 2024 Calendar and Fiscal Year, As Set by The Village of Parker Master Association, Inc. d/b/a Canterbury Crossing Master Association: Following review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the Resolution No. 2023-10-04, Adopting the Recreation Center Fees and Approving the Recreation Center Budget for the 2024 Calendar and Fiscal Year, As Set by The Village of Parker Master Association, Inc. d/b/a Canterbury Crossing Master Association, subject to the addition of the 2024 figures.

Request from The Village of Parker Master Association, Inc. d/b/a Canterbury Crossing Master Association (the "Master Association") to Canterbury Crossing Metropolitan District II ("CCMD II") for funds to remodel/renovate the pool restrooms: Attorney Meintzer provided an update to the Board regarding legal discussions and progress with the Master Association. Director Young noted he will reach out to the Master Association Board of Directors for a response. No action was taken.

Resolution Amending Policy on Colorado Open Records Act Requests: Following review, upon a motion duly made and seconded by Director Young

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and, upon vote unanimously carried, the Board adopted the Resolution Amending Policy on Colorado Open Records Act Request.

MANAGER
MATTERS

Conservation Trust Fund Project Update: The Board discussed the fund balance and project opportunities depending on the outcomes of pool renovation. No action was taken.

CliftonLarsonAllen LLP Master Services Agreement and Statement(s) of Work for 2024: Following review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the CliftonLarsonAllen LLP Master Services Agreement and Statement(s) of Work for 2024.

2024 Insurance Renewal: Following review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the 2024 insurance renewal.

Cyber Security and Increased Crime Coverage: The Board discussed the increased cyber security and crime coverage and determined not to extend the insurance coverage.

Worker’s Compensation Insurance for 2024: Following review, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the worker’s compensation insurance for 2024.

Membership Renewal in the Special District Association for 2024: Following discussion, upon a motion duly made and seconded by Director Young and, upon vote unanimously carried, the Board approved the renewal of the District’s 2024 Special District Association Membership.

BOARD MEMBER
ITEMS

None.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, Director Young adjourned the meeting.

Respectfully submitted,

DocuSigned by:

Krista Baptist

Secretary for the Meeting

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