

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF

COLLIERS HILL METROPOLITAN DISTRICT NO. 2

Held: July 24, 2023 at 6:00 P.M. held via Zoom Teleconference

Attendance/Qualification

A special meeting of the Board of Directors of Colliers Hill Metropolitan District No. 2 was held as shown above and in accordance with the applicable statutes of the State of Colorado. The following Directors, having confirmed their qualification to serve on the Board, were in attendance:

John Bryant
Jason Staple
Heather Kimling
Robert Felsch
Emily VonFeldt

Also present for the District: K. Sean Allen, Esq. and Tate E. Crosby, Esq., White, Bear, Ankele, Tanaka & Waldron, Attorneys at Law, District general counsel and Cathy Hamilton, Simmons & Wheeler, P.C., District accountant.

Declaration of Quorum

Director Bryant noted that a quorum of the Board was present and called the meeting to order.

Disclosure Matters

Mr. Allen advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Allen inquired into whether members of the Board had any disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. Each Board member confirmed there were no conflicts of interest.

Approval of Agenda

The Directors reviewed the agenda. Following discussion, upon a motion duly made and seconded, the Board approved the agenda as presented.

Approval of Minutes – April, 28, 2023

The Board reviewed the minutes from the April 28, 2023 meetings. Mr. Allen noted that only Director Bryant was on the Board and present at the April 28, 2023 meeting. Director Bryant acknowledged that the minutes were accurate. The minutes were deemed accepted.

Welcome New Directors

Ms. Crosby lead a general new director orientation/introduction with the Board.

Mr. Allen presented historical information about District and discussed various annual compliance responsibilities including annual audit, annual mill levy certification, and annual budget adoption. Mr. Allen noted that the annual compliance tasks are completed by District consultants such the District accountant and general counsel. Ms. Hamilton presented the budget drafting, consideration, hearing and approval process to the Board.

Discuss Officer Positions

The Board discussed the officer positions and responsibilities. Following discussion, upon motion duly made and seconded, the Board designated Director Bryant as President, Director VonFeldt as Secretary, Director Felsch as Treasurer, Director Staple as Assistant Secretary and Director Kimling as Assistant Treasurer.

Financial Matters

Ms. Hamilton presented the June 30, 2023 financial statements. Following discussion, upon a motion duly made and seconded, the Board approved the financial statements.

Financial Statements

Payables

Ms. Hamilton presented the payables. Following discussion, upon a motion duly made and seconded, the Board accepted the payables.

2022 Audit

Ms. Hamilton noted that the 2022 audit is not yet completed and she will distribute an extension to the audit through September 30th. Once the audit is completed, Ms. Hamilton will distribute the audit to the Board for discussion.

General Matters

2023 Annual Administrative Resolution

The Board reviewed the 2023 Annual Administrative Resolution. Following discussion, upon a motion duly made and seconded, the Board adopted the resolution with changes as discussed.

Discuss New Regular Meeting Schedule and Next Meeting

The Board discussed the next meetings to be held August 28, 2023 at 6pm and September 25, 2023 at 6pm via zoom teleconference, and then transition into quarterly meetings with the annual meeting and budget meeting taking place in October.

Landscape Tract
Conveyance, Acceptance
and HOA landscape
Maintenance

Mr. Allen noted that the developer is still working on identifying the various landscape tracts for conveyance to the District. The District and HOA will enter into a landscape maintenance agreement once the tracts have been identified and the landscape improvements there on have been accepted.

Other Business

None.

Public Comment

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the Board determined to adjourn the meeting. The foregoing minutes constitute a true and correct copy of the minutes of the above-referenced meeting.

Next Meeting (August
28)/Adjourn

Approved by the Board of Directors on August 28, 2023.


Emily VonFeldt (Sep 16, 2023 13:59 MDT)

Secretary