

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
CHAPARRAL POINTE METROPOLITAN DISTRICT
HELD DECEMBER 10, 2019**

A regular meeting of the Board of Directors of Chaparral Pointe Metropolitan District (“**Board**”) was held Tuesday, December 10, 2019, at 10:00 a.m., at the Century Communities office at 9475 Briar Village Pt., Suite 125, Colorado Springs, Colorado 80920.

Attendance

In attendance were Directors:

Jeffery D. Mattson
Sarah L. Darneal
Michael J. Fenton

Also in attendance were:

Elisabeth A. Cortese; McGeady Becher P.C. (via telephone)
Adam Mounce, Josh Miller, and Chelsea Gondeck;
CliftonLarsonAllen LLP

Call to Order

Director Fenton called the meeting to order at 10:00 a.m. and confirmed the presence of a quorum.

Disclosure of Potential
Conflicts of Interest

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest regarding any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with Statute. No additional disclosures were made. Attorney Cortese noted that disclosures of potential conflicts of interest were filed with the Secretary of State for all Directors, and no additional conflicts were disclosed at the meeting.

Confirmation of Meeting
Location/Posting of
Notice

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, and upon motion duly made by Director Fenton seconded by Director Darneal, and upon vote unanimously carried, the Board determined that because there was not a suitable or convenient location within the District boundaries to conduct this meeting, it was determined to conduct the meeting at the above-stated date, time and location. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

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Designation of 24-Hour
Posting Location

Following discussion, upon motion duly made by Director Fenton seconded by Director Darneal, and upon vote unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted on the District’s website at least 24-hours prior to each meeting or if unavailable at the following physical location within the boundaries of the District as least 24 hours prior to each meeting: On a post within the boundaries of the District.

Approve Agenda/Posting
and Published Notice

The Board reviewed the Agenda for the meeting. Following discussion, upon a motion made duly made by Director Fenton, seconded by Director Darneal, and upon vote, unanimously carried, the Board approved the Agenda as presented.

Administrative Matters

Minutes of December 13, 2018 Organizational Meeting

The Board reviewed the Minutes of the December 13, 2018 Organizational Meeting. Following review and discussion, upon motion duly made by Director Fenton, seconded by Director Darneal and upon vote unanimously carried, the Board approved the Minutes, as presented.

Board Resignation

The Board acknowledged the resignation of Peter Searle effective February 13, 2019.

Board Vacancies

The Board discussed the Board vacancies. No action was taken at this time.

Public Comment

None.

Attorney Matters

Engagement of Seter & Vander Wall, P.C. for Designated Election
Official (“DEO”) Services

Following discussion, upon motion duly made by Director Fenton, seconded by Director Darneal, and upon vote unanimously carried, the Board approved the engagement of Seter & Vander Wall P.C. for DEO Services.

Resolution No. 2019-12-01 Calling May 5, 2020, Election

The Board discussed the May 5, 2020 election. Following discussion, upon motion duly made by Director Fenton seconded by Director Darneal and upon vote unanimously carried, the Board adopted Resolution No. 2019-12-01 Calling a May 5, 2020 Directors' Election which appointed Catherine Bright as the Designated Election Official and authorized her to perform all tasks required for the May 5, 2020 Regular Election of the Board of Directors for the conduct of a mail ballot election.

Legislation Regarding Posting Meeting Notices and Establishment of a District Website

Attorney Cortese discussed the new legislation regarding the posting of meeting notices and establishment of a website for the District.

Eligible Governmental Entity Agreement

Following discussion, upon motion duly made by Director Fenton, seconded by Director Darneal, and upon vote unanimously carried, the Board approved the establishment of a District website through the Statewide Internet Portal Authority (“SIPA”) and approved the Eligible Governmental Agreement with SIPA and authorized all actions necessary with the establishment of the District’s website.

First Amendment to Operation Funding Agreement by and between the District and Century Land Holdings, LLC

Attorney Cortese reviewed the proposed Operation Funding Agreement by and between the District and Century Land Holdings, LLC with the Board. Following discussion, upon motion duly made by Director Fenton, seconded by Director Darneal, and upon vote unanimously carried, the Board approved the Operation Funding Agreement by and between the District and Century Land Holdings, LLC.

McGeady Becher P.C. District Records Retention Policy

Following discussion, upon motion duly made by Director Fenton, seconded by Director Darneal, and upon vote unanimously carried, the Board approved the update and directed a copy of the approved updated McGeady Becher P.C. Document Retention Policy be attached to the minutes of this meeting. Accordingly, a copy of the updated McGeady Becher P.C. Document Retention Policy is attached hereto and incorporated herein by this reference.

Financial Matters

2018 Audit Exemption Application

Following discussion, upon a motion made by Director Fenton, seconded by Director Darneal, and upon vote, unanimously carried, the Board ratified approval of the 2018 audit exemption application.

Payment of Claims

Mr. Mounce reviewed the payment of claims in the amount of \$22,045.70 for ratification and \$3,587.75 for approval. Following discussion, and upon motion duly made by Director Fenton, seconded by Director Darneal, and upon vote unanimously carried, the Board ratified the payment of claims in the amount of \$22,045.70 and approved claims in the amount of \$3,587.75.

Statement of Cash Position

Mr. Mounce reviewed the statement of cash position for the period ending June 30, 2019 with the Board. Following discussion, upon a motion made by Director Fenton, seconded by Director Darneal, and upon vote, unanimously carried, the Board accepted the statement of cash position as presented.

Public Hearing on 2019 Budget Amendment

A 2019 Budget Amendment was not necessary.

Public Hearing on 2020 Budget

Director Fenton 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.

The Board reviewed the estimated 2020 expenditures and the proposed 2020 expenditures.

Upon motion duly made by Director Fenton seconded by Director Darneal and upon vote unanimously carried, the Board approved the 2020 Budget, as discussed, and considered adoption of

Resolution No. 2019-12-02 to Adopt the 2020 Budget and Appropriate Sums of Money and Resolution No. 2019-12-03 to Set Mill Levies. Following discussion, 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 El Paso County not later than December 15, 2019 and transmit the Certification of Budget to the Division of Local Government no later than January 30, 2020.

DLG-70 Mill Levy Certification Form

Following discussion, upon motion duly made by Director Fenton seconded by Director Darneal, and upon 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 of County Commissioners and other interested parties.

Application for 2019 Audit Exemption

Following discussion, upon a motion made by Director Fenton, seconded by Director Darneal, and upon vote, unanimously carried, the Board approved the appointment of the District Accountant to prepare and file the Application for Audit Exemption for 2019.

Resolution No. 2019-12-04 Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3

Following discussion, upon a motion made by Director Fenton, seconded by Director Darneal, and upon vote, unanimously carried, the Board approved Resolution No. 2019-12-04 Authorizing Adjustment of the District Mill Levy in Accordance with the Colorado Constitution, Article X, Section 3

Preparation of the 2021 Budget

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

Manager's Matters

Resolution No. 2019-12-05 Establishing Regular Meeting Dates, Time, and Location, Establishing District Website, and Designating Location for Posting of 24-Hour Notices

The Board reviewed Resolution No. 2019-12-05; Resolution Establishing Regular Meeting Dates, Time and Location, Establishing District Website and Designating Locations for Posting of 24-Hour Notices.

Mr. Miller reviewed the business to be conducted in 2020 to meet the statutory compliance requirements.

Following discussion, upon a motion made by Director Fenton, seconded by Director Darneal, and upon vote, unanimously carried, the Board approved Resolution No. 2019-12-05 Resolution Establishing Regular Meeting Dates, Time and Location, Establishing District Website and Designating Locations for Posting of 24-Hour Notices and determined to hold a 2020 Regular Meeting on December 8, 2020 at 10:00 a.m. at Century Communities, 9475 Briar Village Point, Suite 125, Colorado Springs, CO 80920 . A copy of the Resolution is attached hereto and incorporated herein.

2020 Fee Schedule

The Board discussed the 2020 Fee Schedule. Following discussion, upon a motion made by Director Fenton, seconded by Director Darneal, and upon vote, unanimously carried, the Board approved the 2020 Fee Schedule.

District Insurance Coverage and Renewal of Same; Discuss Renewal of Special District Association (SDA) Membership

The Board approved renewing the District's general liability insurance coverage, public officials' coverage, workers' compensation coverage and instructed consultants to proceed accordingly. The Board further directed renewal of the District's Special District Association membership.

Section 32-1-809, C.R.S Requirements (Transparency Notice)

Attorney Cortese discussed the special district transparency requirements of Section 32-1-809, C.R.S. with the Board. Following discussion, the Board directed District Counsel to post the special district transparency notice on the Special District Association website and the District's website once active.

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Covenant Enforcement Covenants and Restrictions for Chaparral Pointe Update

No action taken at this time.

Design Guidelines for Chaparral Pointe

Following discussion, the Board directed Director Fenton and Mr. Miller to confer regarding same.

Development Status of Development

Director Fenton provided a development update to the Board.

Other Business None.

Adjournment Following discussion, upon a motion made by Director Fenton, seconded by Director Darneal, and upon vote, unanimously carried, the Board adjourned the meeting at 10:27 a.m.

Approved,
DocuSigned by:

Sarah Darneal

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Meeting Secretary

Certificate Of Completion

Envelope Id: 429AEA9BE68740EA8F20CF6F5556050F	Status: Completed
Subject: CPMD - Please DocuSign: 5. 12-10-2019 DRAFT MEETING MINUTES_2019 (00808379-3x9C7A0).pdf	
Client Name: CPMD	
Client Number: NA	
Source Envelope:	
Document Pages: 7	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Kimbrie Garcia
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Kimbrie.Garcia@claconnect.com
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Record Tracking

Status: Original	Holder: Kimbrie Garcia	Location: DocuSign
8/5/2020 3:15:30 PM	Kimbrie.Garcia@claconnect.com	

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Sarah Darneal
 SarahD@centurycommunities.com
 Security Level: Email, Account Authentication (None)

Signature

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 Accepted: 8/6/2020 1:40:14 PM
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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	8/5/2020 3:18:00 PM
Certified Delivered	Security Checked	8/6/2020 1:40:14 PM
Signing Complete	Security Checked	8/6/2020 1:40:53 PM
Completed	Security Checked	8/6/2020 1:40:53 PM
Payment Events	Status	Timestamps
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