

RECORD OF PROCEEDINGS

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**MINUTES OF A SPECIAL MEETING/BUDGET HEARING  
OF THE BOARD OF DIRECTORS OF THE  
NORTH RANGE METROPOLITAN DISTRICT NO. 2  
NORTH RANGE METROPOLITAN DISTRICT NO. 2, SUBDISTRICT NO. 1  
HELD  
NOVEMBER 7, 2019**

A special meeting/budget hearing of the Board of Directors of the North Range Metropolitan District No. 2 and North Range Metropolitan District No. 2, Subdistrict No. 1 was held Thursday, November 7, 2019, at 12:00 p.m., at the Reunion Recreation Center, 17910 E. Parkside Drive North, Commerce City, Colorado 80022. The meeting was open to the public.

In attendance were Directors:

Teresa Kershisnik  
Brett Price  
Tim Roberts

Also in attendance were:

Matthew Urkoski, Shelby Clymer and Kathy Suazo; CliftonLarsonAllen  
LLP  
Kristen Bear, Esq.; White Bear Ankele Tanaka & Waldron P.C.  
Steve Follweiler, Matt Darby and Raul Martinez; Reunion Metropolitan  
District  
Jeffrey Kappes; North Range Metropolitan District Nos. 4 & 5 Board  
Member

Call to Order

Director Kershisnik called the meeting to order at 12:04 p.m.

Declaration of  
Quorum

A quorum was confirmed. The absence of Directors Rau and Custer were excused.

Disclosures and  
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. Ms. Bear noted that all Directors' Disclosure Statements have been filed. The Board noted that there are no additional conflicts to those filed with the Secretary of State pursuant to statute.

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Approve Agenda After discussion, upon a motion duly made by Director Roberts, seconded by Director Price, and upon vote unanimously carried, the Board approved the agenda as presented.

Public Comment None.

CONSENT AGENDA

- A. Review and Approve Minutes of the May 7, 2018 Regular Meeting and July 2, 2019 Special Meeting

After discussion, upon a motion duly made by Director Price, seconded by Director Roberts, and upon vote unanimously carried, the Board approved the Consent Agenda.

Manager Matters

- A. Discuss 2020 Regular Meeting Dates [February \_\_, May \_\_, August \_\_ and November \_\_, 2020]

Mr. Urkoski discussed proposed 2020 regular meeting dates. The Board scheduled the 2020 meeting dates for February 4, May 5, August 4 and November 3, 2020 in order that they coincide with the RMD and NR1 board meeting dates.

- B. Consider Adoption of 2020 Annual Administrative Resolution

Mr. Urkoski reviewed the Resolution with the Board. After discussion, upon a motion duly made by Director Roberts, seconded by Director Price, and upon vote unanimously carried, the Board adopted the 2020 Annual Administrative Resolution as amended to reflect directors' fees.

- C. Consider Adoption of Resolution Concerning Online Notice of Regular and Special Meetings

Mr. Urkoski reviewed the Resolution with the Board. After discussion, upon a motion duly made by director Roberts, seconded by Director Kershnik, and upon vote unanimously carried, the Board adopted the Resolution Concerning Online Notice of Regular and Special Meetings.

- D. Consider Adoption of Resolution Calling May 2020 Director's Election

Mr. Urkoski reviewed the Resolution with the Board. After discussion, upon a motion duly made by Director Price, seconded by Director Roberts, and upon vote unanimously carried, the Board adopted the Resolution Calling May 2020 Director's Election.

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E. Consider Approval of Property and Liability Schedule and Limits

Upon a motion duly made by Director Roberts, seconded by Director Price, and upon vote unanimously carried, the Board approved the property and liability schedule and limits subject to review by legal and Director Kershisnik.

D. Ratify 2018 Annual Report

Mr. Urkoski reviewed the Annual Report with the Board. After discussion, upon a motion duly made by Director Price, seconded by Director Roberts, and upon vote unanimously carried, the Board ratified approval of the 2018 Annual Report.

Financial Matters

A. 2020 Budget Hearing

1. Consider Adoption of 2020 Budget Resolution for North Range Metropolitan District No. 2
2. Consider Adoption of 2020 Budget Resolution for North Range Metropolitan District No. 2, Subdistrict No. 1

Upon a motion duly made by Director Roberts, seconded by Director Price, the Board opened the public hearing at 12:20 p.m. Upon a motion duly made by Director Roberts, seconded by Director Price, the Board closed the public hearing at 12:25 p.m.

Ms. Clymer reviewed the North Range Metropolitan District No. 2 2020 budget with the Board. After review and discussion, upon a motion duly made by Director Roberts, seconded the Director Price, and upon vote unanimously carried, the Board approved the North Range Metropolitan District No. 2 2020 budget and adopted the 2020 Budget Resolution.

Ms. Clymer reviewed the North Range Metropolitan District No. 2, Subdistrict No. 1 2020 budget with the Board. After review and discussion, upon a motion duly made by Director Price, seconded the Director Roberts, and upon vote unanimously carried, the Board approved the North Range Metropolitan District No. 2, Subdistrict No. 1 2020 budget and adopted the 2020 Budget Resolution.

C. Consider Approval of Auditor Proposal for 2019 Audit

Ms. Clymer reviewed the Proposal with the Board. After discussion, upon a motion duly made by Director Roberts, seconded by Director Price, and upon vote unanimously carried, the Board approved the Auditor Proposal for 2019 Audit subject to a \$5,000 cap and review by Director Kershisnik.

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Engineer Matters

- A. Consider Approval of Change Order No. 3 to Agreement with CDI for Landscaping Improvements

Mr. Martinez reviewed Change Order No. 3 with the Board. After discussion, upon a motion duly made by Director Roberts, seconded by Director Price, and upon vote unanimously carried, the Board approved Change Order No. 3 to Agreement with CDI for Landscape Improvements.

- B. Consider Approval of Change Order No. 4 to Agreement with CDI for Landscape Improvements

Mr. Martinez reviewed Change Order No. 4 with the Board. After discussion, upon a motion duly made by Director Roberts, seconded by Director Price, and upon vote unanimously carried, the Board approved Change Order No. 4 to Agreement with CDI for Landscape Improvements.

Legal Matters

- A. Other – None.

Other Business

None.

Adjournment

There being no further business to come before the Board, the Board adjourned the meeting at 12:40 p.m.

The foregoing record constitutes a true and correct copy of the minutes of the above-referenced meeting.

Respectfully submitted,

DocuSigned by:

*Brett Price*

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Secretary for the Meeting

## Certificate Of Completion

Envelope Id: 559D596254EE40BA8D900A374B384D7B	Status: Completed
Subject: Please DocuSign: NR2 11-7-19 Minutes.pdf	
Client Name: North Range MD NO. 2	
Client Number: 011-042159 OS01-2020	
Source Envelope:	
Document Pages: 4	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Envelopeld Stamping: Enabled	Kathy Suazo
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 South 6th Street
	Suite 300
	Minneapolis, MN 55402
	Kathy.Suazo@claconnect.com
	IP Address: 67.137.57.251

## Record Tracking

Status: Original	Holder: Kathy Suazo	Location: DocuSign
6/17/2020 1:17:01 PM	Kathy.Suazo@claconnect.com	

## Signer Events

Brett Price  
 bprice@oakwoodhomesco.com  
 Regional Vice President of Land Dev  
 Security Level: Email, Account Authentication (None)

## Signature



Signature Adoption: Pre-selected Style  
 Using IP Address: 216.87.72.100

## Timestamp

Sent: 6/17/2020 1:18:42 PM  
 Viewed: 6/17/2020 5:52:29 PM  
 Signed: 6/17/2020 5:52:43 PM

**Electronic Record and Signature Disclosure:**  
 Accepted: 6/17/2020 5:52:29 PM  
 ID: f4d6bcd5-b60f-4083-a30f-fc8e1377d9b9

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	6/17/2020 1:18:42 PM
Certified Delivered	Security Checked	6/17/2020 5:52:29 PM
Signing Complete	Security Checked	6/17/2020 5:52:43 PM
Completed	Security Checked	6/17/2020 5:52:43 PM

Payment Events	Status	Timestamps
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