

**COTTONWOOD HIGHLANDS METROPOLITAN DISTRICT NO. 1**  
**SPECIAL BOARD MEETING**  
**AGENDA**

<b>Board of Directors</b>	<b>Office</b>	<b>Term Expiration</b>
John Cheney	President	May, 2020 (e)
Debra Hessler	Vice President	May, 2022 (a)
Jill Luchs	Secretary/Treasurer	May, 2020 (e)
Andrea Novak	Assistant Secretary	May, 2022 (a)
Jennifer Waiton	Assistant Secretary	May, 2022 (a)

**DATE: Wednesday, December 4, 2019**  
**TIME: 2:00 p.m.**  
**PLACE: Lennar Homes Office**  
**9193 South Jamaica Street, 4th Floor**  
**Englewood, CO 80112**

- I. Call to Order
- II. Approval of Agenda
- III. Public Comment
- IV. Administrative Matters
  - A. Review and Approve June 28, 2019 Special Meeting Minutes (enclosed)
  - B. Other
- V. Financials
  - A. Review, Ratify and Approve Claims (enclosed)
  - B. Review and Consider Acceptance of September 30, 2019 Financial Statements (enclosed)
  - C. Conduct Public Hearing to Consider Amending the 2019 Budget; Consider Adoption of Resolution to Amend 2019 Budget (enclosed)
  - D. Conduct Public Hearing to Consider Adoption of 2020 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Approval of the 2020 Budget, Appropriate Expenditures, and Certify Mill Levies Resolution (enclosed)
  - E. Consider Appointment of District Accountant to Prepare the 2019 Application for Exemption from Audit
  - F. Consider Resolution Regarding Operations Fee Rate on Residential Units for 2020 [2018 =\$30/month; 2019 = \$40/month; 2020-20\_\_ TBD]
  - G. Discuss Facilities Acquisition Agreement Reimbursement Applications
    - (i) Lennar Colorado, LLC Application and IDES Cost Certification for Landscape [\$220,061.31 allocation in project fund]
    - (ii) Century at Compark Village North, LLC Application and IDES Cost Certification [\$1,633,945 allocation in project fund]
  - H. Other
- VI. Legal Matters
  - A. Review and Consider Approval of Resolution Calling a Regular Election for Directors on May 5, 2020 (enclosed)

- B. Review and Consider Approval of Resolution Annual Administrative Matters for 2020 (enclosed)
  - C. Review and Consider Approval of Resolution Concerning Electronic Meeting Notices (enclosed)
  - D. Review and Consider Approval of Amended and Restated Resolution Regarding Delinquent Fees and Charges (enclosed)
  - E. Other
- VII. Manager Matters
- A. Review and Consider Approval of 2020 Landscaping Maintenance and Snow Removal Agreement (enclosed)
  - B. Ratify Approval for Fence Staining Services with Fence Consulting Services (enclosed)
  - C. Discuss 2020 Insurance and SDA Membership (enclosed)
  - D. Other
- VIII. Director Matters
- IX. Next Meeting
- A. Confirmation of Quorum
- X. Adjournment