

RECORD OF PROCEEDINGS

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
E-470 POTOMAC METROPOLITAN DISTRICT
HELD
MAY 30, 2017**

A special meeting of the Board of Directors of the E-470 Potomac Metropolitan District was held on Tuesday, May 30, 2017 at 12:00 p.m. at 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111.

Attendance In attendance were Directors:

- Michael P. Vickers, President
- Tom List, Vice-President/Secretary/Treasurer
- Gary Wiseman, Asst. Secretary/Treasurer
- Keith Shaddox, Asst. Secretary/Treasurer

Also in attendance were:

- Bob Blodgett, Stephanie Net and Janece Soendker; CliftonLarsonAllen LLP
- Tom George; Spencer Fane, LLP
- David Strauss, Atira Golf and Landscaping
- Alan Matlosz; GK Baum
- Russ Burrows; Calbre Engineering
- Rick Moore; Manhard Consulting
- Kathy Kanda and Emily Murphy; McGeady Becher PC
- Levi Vickers, Pug

Call to Order President Vickers called the meeting to order at 12:10 p.m.

Disclosures of Potential Conflicts Of Interest The Board disclosed possible conflicts of interest. No additions were reported.

Discuss Board Vacancy No report.

CONSENT AGENDA

- IV. Administrative Matters
 - A. Review and Approve Minutes of the November 22, 2016 Regular Meeting
 - B. Financial Matters

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1. Approve April Claims Totaling \$2,512.67
 2. Ratify Claims for November - March Totaling \$34,099.08
- C. Ratify Approval of the 2016 Audit Exemption
- D. Information Items

Mr. Blodgett reviewed the consent agenda items with the Board. Upon a motioned by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board approved the consent agenda as submitted.

Mr. Blodgett noted that the November minutes required the placement of new signs in the Canyon Creek Open Space indicating "Unauthorized Motor Vehicle Use Prohibited". Director Shaddox reported that had not yet been done. Mr. Blodgett apologized. Mr. Strauss agreed to secure the signs, order and install them in the locations recommended by Director Shaddox.

DISCUSSION AGENDA

V. Financial Matters

- A. Review and Approve December 31, 2016 Financial Statements
1. Review and Accept Cash Position Schedule Updated as of May 25, 2017
 2. Review and Accept Property Tax Schedule

Ms. Soendker reviewed the Financial Statements with the Board. Upon a motioned by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board accepted the December 31, 2016 Financials, Cash Position Schedule and Tax Schedule.

B. CTF Projects Update

Ms. Soendker reported there is approximately \$21,000 in the account plus approximately \$3,000 is expected for the annual receipts in 2017. Directors Shaddox and Wiseman will inform the HOA of the funds available for CTF eligible projects on behalf of the Dove Ridge neighborhood.

VI. Manager's Report

- A. Review 2018 Budget Process
1. August 25th – 2017 AV received
 2. October 15th – 2018 Draft Budget prepared
 3. November 28th – Board Meeting/Public Hearing to Approve 2018 Budget
 4. Discuss 2018 Budget Guidelines

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Mr. Blodgett reviewed with the Board. The Board concurred with the schedule.

B. Website Update

Mr. Blodgett reported that the website is up to date.

C. Other

None.

VII. Attorney Items

No update.

VIII. Other Items

A. Confirm Quorum for November 28, 2017 Meeting

A quorum was confirmed for the November 28, 2017 regular meeting at 12:00 at the CLA office, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111.

IX. Adjournment

Upon a motion duly made by Director Vickers, seconded by Director List, and upon vote, unanimously carried, the Board adjourned the meeting at 12:25 p.m.

Respectfully submitted,


Secretary for the Meeting