

**FIRST CREEK RANCH
METROPOLITAN DISTRICT (“DISTRICT”)**

8390 East Crescent Parkway, Suite 300

Greenwood Village, CO 80111

Phone: 303-779-5710

www.firstcreekranchmd.org

NOTICE OF A SPECIAL MEETING AND AGENDA

DATE: November 4, 2021

TIME: 3:00 P.M.

LOCATION: Information Center
3900 E. 470 Beltway
Aurora, CO 80019

THIS DISTRICT BOARD MEETING WILL ALSO BE ACCESSIBLE BY VIDEO ENABLED WEB CONFERENCE. IF YOU WOULD LIKE TO ATTEND THIS MEETING, PLEASE JOIN THE VIDEO ENABLED WEB CONFERENCE VIA ZOOM AT:

1. To attend via Zoom Videoconference use the below link:

<https://us06web.zoom.us/j/84371649907?pwd=ZTlpaDVkRU9kTFliRlIXenBEjNqZz09>

ACCESS:

2. To attend via telephone, dial 720-707-2699 and enter the following additional information:

Meeting ID: 843 7164 9907

Passcode: 346257

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Matt Hopper	President	May, 2022
Carla Ferreira	Vice President	May, 2022
Michael Sheldon	Treasurer	May, 2023
Vacant	Assistant Secretary	May, 2023
Cynthia (Cindy) Shearon	Assistant Secretary	May, 2023
Denise Denslow	Secretary	N/A

I. ADMINISTRATIVE MATTERS

- A. Present disclosures of potential conflicts of interest and confirm quorum.

- B. Approve Agenda, confirm location of the meeting and posting of meeting notices and designate 24-hour posting location.
- C. Discuss business to be conducted in 2022 and location (**virtual and/or physical**) of meetings. Schedule regular meetings (proposed date/time: Thursday, November 3, 2022 at 1:00 p.m.) and consider adoption of Resolution Establishing Regular Meeting Dates, Times and Location, and Designating Location for Posting 24-Hour Notices (enclosure).
- D. Public Comment. Matters not specifically included on the Agenda may be addressed. As a courtesy to others, comments shall be limited to three minutes per person.

II. CONSENT AGENDA

Consent Agenda – These items are considered to be routine and will be ratified by one motion. There will be no separate discussion of these items unless a board member so requests; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

- Review and consider approval of the November 12, 2020 Special Meeting Minutes (enclosure).
- Discuss and authorize renewal of District’s insurance and Special District Association Membership in 2022.
- Discuss Section 32-1-809, C.R.S., reporting requirements (Transparency Notice) and mode of eligible elector notification (post on SDA website).

III. LEGAL MATTERS

- A. Discuss May 3, 2022 Regular Director Election regarding new legislative requirements and related expenses for same.
 - 1. Consider adoption of Resolution Calling May 3, 2022 Election for Directors, appointing the Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination Forms are due by February 25, 2022. Discuss need for ballot issues and/or questions (enclosure).
 - 2. Discuss DEO services and authorize District President to obtain proposals and select provider.
- B. Discuss and consider adoption of Resolution Regarding Colorado Open Records Act Requests (enclosure).

- C. Discuss and consider adoption of Resolution Regarding the Retention and Disposal of Public Records and Adopting a Public Records Retention Schedule (enclosure).
- D. Discuss and consider adoption of Resolution Providing Policy Regarding Recording of Public and Executive Session Meetings (enclosure).
- E. Acknowledge Waiver and Release by Clayton Properties Group, II, for itself and as successor in interest to C & H Ranch Company, LLC, HC Development & Management Services, Inc., Oakwood Homes, LLC and the Oakwood Entities, dated July 22, 2020 (enclosure).
- F. Acknowledge Waiver and Release by Green Valley Aurora, LLC and Aurora Highlands, LLC, dated July 22, 2020 (enclosure).
- G. Discuss and consider approval of Termination of Intergovernmental Agreement Regarding Sharing of Tax Revenue by and among the District, Second Creek Ranch Metropolitan District, Central Adams County Water and Sanitation District and Aerotropolis Area Coordinating Metropolitan District (“AACMD”) (enclosure).
- H. Discuss and consider approval of Termination of Inclusion and Exclusion Agreement (Parcels Within Section 20) by and among the District, AACMD and Aurora Highlands, LLC (enclosure).
- I. Discuss and consider approval of Intergovernmental Agreement Regarding Sharing of Tax Revenue and Administrative Services by and between The Aurora Highlands Community Authority Board and the District (to be distributed).
- J. Discuss proposed Amendment to District’s Service Plan.

IV. FINANCIAL MATTERS

- A. Review and accept Schedule of Cash Position updated October 29, 2021 and Property Tax Reconciliation Report (enclosures).
- B. Conduct Public Hearing to consider amendment of the 2021 Budget. If necessary, consider adoption of Resolution to Amend the 2021 Budget.
- C. Conduct Public Hearing on the proposed 2022 Budget and consider adoption of Resolution to Adopt the 2022 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions).
- D. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

- E. Consider appointment of District Accountant to prepare 2023 Budget.
- F. Discuss statutory requirements for an audit. Consider appointment of District Accountant to prepare and file an Application for Exemption from Audit for 2021.

V. MANAGER MATTERS

- A. Discuss and consider approval of Master Service Agreement for Management and Accounting Services by and between the District and CliftonLarsonAllen LLP and related statement(s) of work (enclosure).

VI. CONSTRUCTION MATTERS

- A. None.

VII. OTHER BUSINESS

- A. None.

VIII. ADJOURNMENT

There are no regular meetings scheduled for the remainder of 2021.