

**DAKOTA RIDGE METROPOLITAN DISTRICT**  
 450 E. 17<sup>th</sup> Avenue, Suite 400  
 Denver, Colorado 80203  
 Phone: 303-592-4380

**NOTICE OF ORGANIZATIONAL MEETING AND AGENDA**

DATE:	December 7, 2021
TIME:	3:30 p.m.
PLACE:	<p>This meeting will be held via video or teleconference without any persons (neither District Representatives nor the general public) attending in person. Members of the public who wish to attend this meeting may use the access information below:</p> <p>To attend via video conference, use the following link:</p> <p><a href="https://zoom.us/j/95285642779?pwd=VUMxSzhPUlpDdTNlaxRvdFRWb1ZqUT09">https://zoom.us/j/95285642779?pwd=VUMxSzhPUlpDdTNlaxRvdFRWb1ZqUT09</a></p> <p>To attend via telephone, dial 1-253-215-8782 and when prompted, enter the following additional information:</p> <ul style="list-style-type: none"> <li>• Meeting ID: 952 8564 2779</li> <li>• Passcode: 162953</li> </ul>

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Michele Trujillo		May, 2022
Lisa Albers		May, 2022
Shannon Pachikara		May, 2023
Melanie Freeman		May, 2023
Chelsey Green		May, 2023

**I. ADMINISTRATIVE MATTERS**

A. Confirm quorum and present disclosures of potential conflicts of interest.

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B. Approve agenda; confirm location of meeting and posting of meeting notices.

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C. Confirm filing of oaths of office and organizational documents.

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D. Consider appointment of officers.

President:

Secretary:

Treasurer

Assistant Secretary:

Assistant Secretary:

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E. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

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F. Consider engagement of McGeady Becher P.C. as District Counsel (enclosure).

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G. Consider engagement of D.A. Davidson & Co. for Investment Banking Services (enclosure).

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H. Consider approval of Master Service Agreement and Statements of Work with CliftonLarsonAllen LLP for District Management and Accounting Services (enclosures).

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- I. Review and consider approval of Master Service Agreement for Engineering and Cost Verification Services with Kimley-Horn and Associates, Inc. (enclosure).
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- J. Discuss business to be conducted in 2022 and location (**physical and/or virtual**) of meetings. Schedule regular Board meetings and consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, Establishing District Website and Designating Location for Posting of 24-Hour Notices (enclosure).
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- K. Consider engagement of Archipelago Web Inc. or other provider for website creation and maintenance services and authorize necessary actions in connection therewith (enclosure).
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- L. Discuss insurance requirements (public officials' liability, general liability, workers' compensation, comprehensive crime.) [District's existing Position Schedule Bond is valid until November 3, 2024]. Consider adoption of Resolution to obtain insurance coverage through the Colorado Special Districts Property and Liability Pool and authorize membership in the Special District Association (to be distributed).
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- M. Revise and consider approval of Agency Services Agreement with T. Charles Wilson Insurance Service.
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- N. Discuss payment of Directors' fees.
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**II. FINANCIAL MATTERS**

- A. Consider/ratify approval of execution of: (1) Form SS-4 Application for Employer Identification Number; (2) Application for Sales Tax Exemption for Colorado Organizations; and (3) Application by Official Custodian for Assignment of PDPA Number for Public Funds Deposited in Banks (enclosures).
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- B. Consider and approve the establishment of a policy authorizing investments in accordance with state statutes.
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- C. Discuss and consider establishment of operating account and authorize all Board Members to be signers on the account (with all checks requiring two signatures).
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- D. Ratify appointment of District Accountant to prepare 2021 and 2022 budgets.
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- E. Conduct Public Hearing on the proposed 2021 Budget and consider adoption of Resolution to Adopt the 2021 Budget and Appropriate Sums of Money (enclosures - draft budget and resolution).
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- F. 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 - draft budget and resolutions).
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- G. Appoint and 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.
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H. Discuss statutory requirements for an audit. Consider appointment of District Accountant to prepare and file Application for Exemption from Audit for 2021.

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I. Consider appointment of District Accountant to prepare 2023 Budget.

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J. Discuss anticipated timing of Bond issuance.

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**III. LEGAL MATTERS**

A. Discuss and consider approval of Operation Funding Agreement between the District and Meritage Homes of Colorado, Inc. (enclosure).

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B. Discuss and consider approval of Facilities Funding and Acquisition Agreement between the District and Meritage Homes of Colorado, Inc. (enclosure).

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C. Discuss public and executive session meeting procedure. Discuss and consider adoption of Resolution Providing Policy Regarding Recording of Public and Executive Session Meetings (enclosure).

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D. Discuss and consider adoption of Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts (enclosure).

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E. Discuss and consider approval of Resolution Declaring Districts’ Intent to Reimburse Expenditures with the Proceeds of Future Tax-Exempt Bonds (enclosure).

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F. Discuss and consider adoption of Resolution of the Districts’ Intent to Reimburse Developer for Advances for Operations, Maintenance and Capital Expenses (enclosure).

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G. Discuss and consider the adoption of Resolution Regarding Colorado Open Records Act Requests (enclosure).

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H. Discuss and consider adoption of Resolution Regarding the Retention and Disposal of Public Records and Adopting a Public Records Retention Schedule (enclosure).

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I. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2022 (District Transparency Notice).

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J. Review and consider adoption of Resolution Calling May 3, 2022 Election for Directors, Appointing 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 (enclosure). Discuss the need for ballot issues and/or questions.

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K. Conduct Public Hearing on Petition for Inclusion of approximately 2.421 acres of real property into boundaries of the District and consider adoption of Resolution for Inclusion of Real Property (enclosures: Petition and Resolution).

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- L. Discuss and consider adoption of Resolution Regarding the Imposition of District Fees (enclosure).

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**IV. COVENANT ENFORCEMENT / DESIGN REVIEW**

- A. Discuss status of Declaration of Covenants and Design Review Committee.

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**V. CONSTRUCTION MATTERS**

- A. Discuss 2022 development/construction outlook.

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**VI. OTHER BUSINESS**

- A. Discuss and consider approval of Consent to be listed on McGeady Becher P.C. website (enclosure).

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**VII. ADJOURNMENT**

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