

WOLF CREEK RUN WEST METROPOLITAN DISTRICT

450 E. 17th Avenue, Suite 400
Denver, Colorado 80203
Phone: 303-592-4380
<https://wolfcreekrunwestmd.org/>

NOTICE OF ORGANIZATIONAL MEETING AND AGENDA

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Carlton Babbs		May 2025
Maia Babbs		May 2025
Jeff Johnson		May 2027
Maurice Bennett		May 2027
Craig Myles		May 2027

DATE: December 11, 2024
TIME: 3:00 p.m.
LOCATION: Microsoft Teams

Join the meeting now

Meeting ID: 226 594 945 830

Passcode: Tq9zX3vV

Dial in by phone

1-323-433-2238

Phone conference ID: 964 305 168#

I. ADMINISTRATIVE MATTERS

- A. Confirm quorum and present disclosures of potential conflicts of interest.
- B. Approve agenda; confirm location of meeting and posting of meeting notice.
- C. Confirm filing of oaths of office and organizational documents.
- D. Discuss requirements of Section 32-1-104.8, C.R.S., regarding Special District Public Disclosure Document. Acknowledge preparation and recording of Special District Public Disclosure Document (enclosure).

- E. Consider the appointment of officers .

President: _____
Treasurer: _____
Secretary: _____
Assistant Secretaries: _____

- F. Public Comment. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes.

- G. Review and consider engagement of McGeady Becher Cortese Williams P.C. as District Counsel (enclosure).
- H. Discuss and consider engagement of Public Alliance, LLC as District Manager and District Accountant (enclosure).
- I. Discuss District website and accessibility matters
 - 1. Ratify the establishment of Discuss website and discuss engagement of consultant for services related to website accessibility matters, if necessary.
 - 2. Establish Website Accessibility Committee to make final determinations regarding engagement and/or termination of service providers, if necessary.
- J. Discuss insurance requirements (public officials' liability, general liability, workers' compensation, comprehensive crime). Consider adoption of Resolution to obtain insurance coverage through the Colorado Special Districts Property and Liability Pool and join the Special District Association and approve Agency Services Agreement with TCW Risk Management for agency services (to be distributed).

II. FINANCIAL MATTERS

- A. Consider approval/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.
- B. Consider and approve the establishment of a policy authorizing investments in accordance with state statutes.
- C. Discuss and consider establishment of operating account and authorize signers on the account (with all checks requiring two signatures) and/or Bill.com and authorize invoice reviewers.
- D. Ratify appointment of District Accountant to prepare the 2024 and 2025 Budgets.
- E. Discuss and consider approval of Operation Funding Agreement between the District and Wolf Creek Run LLC (enclosure).
- F. Discuss and consider approval of Facilities Funding and Acquisition Agreement between the District and Wolf Creek Run LLC (enclosure).
- G. Discuss timing of anticipated bond issuance.
- H. Discuss the imposition of an operations and maintenance fee.

- I. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money (enclosures – draft budget and resolution).
- J. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – draft budget and resolutions).
- K. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”), and direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
- L. Consider the appointment of District Accountant to prepare and file the Application for Exemption from Audit for 2024.
- M. Consider the appointment of the District Accountant to prepare the 2026 Budget.

III. LEGAL MATTERS

- A. Review and consider approval of proposal from The Connexion Group for District Engineering and Cost Verification Services and authorize execution of a Service Agreement for such services (enclosure).
- B. Discuss inclusion of real property into the boundaries of the District and timing of same.
- C. Discuss business to be conducted in 2025 and consider adoption of Resolution Establishing Regular Meeting Dates, Times and Location, Establishing District Website and Designating Locations for Posting of 24-Hour Notices (enclosure).
- D. Discuss public and executive session meeting procedure. Discuss and consider adoption of Resolution Providing Policy Regarding Recording of Public and Executive Session Meetings (enclosure).
- E. Discuss and consider adoption of Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts (enclosure).
- F. Discuss and consider approval of Resolution Declaring District’s Intent to Reimburse Expenditures with the Proceeds of Future Tax-Exempt Bonds (enclosure).
- G. Discuss and consider adoption of Resolution Declaring District’s Intent to Reimburse Developer for Advances for Operations, Maintenance and Capital Expenses (enclosure).

- H. Discuss and consider adoption of Resolution Regarding Colorado Open Records Act Requests (enclosure).
 - I. Discuss and consider adoption of Resolution Regarding the Retention and Disposal of Public Records and Adopting a Public Records Retention Schedule (enclosure).
 - J. Discuss May 6, 2025 Regular Director Election and consider adoption of Resolution Calling May 6, 2025 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 28, 2025 (enclosure). Discuss the need for ballot issues and/or questions.
 - K. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (District Transparency Notice).
- IV. CONSTRUCTION MATTERS
- A. Discuss development / construction outlook.
- V. OTHER BUSINESS
- VI. ADJOURNMENT - There are no more regular meetings scheduled in 2024.