

RICHARDS FARM METROPOLITAN DISTRICT NO. 2

REGULAR MEETING

5740 Olde Wadsworth Boulevard

Arvada, Colorado 80002

December 5, 2016

4:00 PM

Christian Matt Janke, President	Term to May 2020
Chris Elliott, Vice President	Term to May 2018
Matt Cavanaugh, Secretary	Term to May 2018
Corey Elliott, Assistant Secretary	Term to May 2020
VACANT	Term to May 2018

Agenda

1. Call to Order
2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosures
3. Approval of Agenda
4. Administrative Matters
 - a. Acknowledge Resignation of Mr. C. Regan Hauptman
 - b. Consider Appointment of Director to Fill Vacancy and Administer Oath of Office (**enclosures**)
 - c. Election of Officers
5. Public Comment-Members of the public may express their views to the Boards on matters that affect the Districts. Comments will be limited to three (3) minutes.
6. Consent
 - a. Approval of Minutes from the July 29, 2016 Meeting (**enclosure**)
 - b. Approval of Disclosure Notice Pursuant to § 32-1-809, C.R.S. (**enclosure**)
 - c. Ratification of 2015 Annual Report (**enclosure**)
 - d. Renewal of Independent Contractor Agreement with Waste Management of Arizona, Inc. for 2017 Trash and Recycling Services
 - e. Engagement of Dazzio & Associates, PC to Perform 2016 Audit (**enclosure**)
 - f. Approval of Cash Access Addendum to Engagement Letter dated March 17, 2016, with CliftonLarsonAllen, LLP (**enclosure**)
7. Legal Matters
 - a. Consider Adoption of 2017 Administrative Matters Resolution (**enclosure**)
 - b. Insurance (**enclosures**)
 - i. Property and Liability Schedule Limits
 - ii. SDA Membership Renewal
 - iii. Agency Fee Agreement with T. Charles Wilson
 - iv. Workers' Compensation Coverage
 - v. Excess Liability
 - c. Consider Adoption of Resolution Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges Replacing the District's Prior Policy (**enclosure**)

8. Facilities Management
 - a. Manager Update
 - b. Consider Approval of Fee Increase and Renewal of Independent Contractor Agreement with Stillwater Community Management, LLC for 2017 Management Services (**enclosure**)
 - c. Schedule Community Meeting
 - d. Discuss Addition of Trash Cans, Dog Stations and Street Lights within District

9. Financial Matters
 - a. Financial Report/Claims Payable (**enclosures**)
 - b. Conduct 2016 Budget Amendment Hearing and Consider Adoption of Resolution to Amend 2016 Budget (**enclosure**)
 - c. Conduct 2017 Budget Hearing and Consider Adoption of Resolution to Adopt 2017
 - d. Budget and Set Mill Levies (**enclosure**)

10. Other Business
 - a. Review Bids for Management Services (**Executive Session Pursuant to Section 24-6-402(4), C.R.S., if necessary**) (**to be distributed**)

11. Next Meeting

12. Adjourn