

**RICHARDS FARM METROPOLITAN DISTRICT NO. 2**

**SPECIAL MEETING**

Leyden Rock Clubhouse

17685 W. 83<sup>rd</sup> Drive, Arvada, Colorado

Monday, December 4, 2017

12:00 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, Treasurer and 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. Board Vacancy
  - a. Recommendation from Advisory Committee
  - b. Consider Appointment of Tom Whittaker to Fill Vacancy and Administer Oath of Office (**enclosure**)
5. 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 per person. Please sign in.
6. Consent Agenda
  - a. Approval of Minutes from the September 11, 2017 Special Meeting (**enclosure**)
  - b. Approval of Amended and Restated Public Records Request Policy (**enclosure**)
  - c. Renewal of Property and Liability Schedule and Limits and SDA Membership (**enclosure**)
  - d. Approval of First Amendment to Independent Contractor Agreement with Long Corporation d/b/a Poop 911 for 2018 Dog Waste Removal Services (**enclosure**)
7. Legal Matters
  - a. Consider Adoption of 2018 Annual Administrative Resolution (**enclosure**)
  - b. Consider Adoption of Resolution Calling Election (**enclosure**)

## 8. Facilities/Management

- a. Stillwater/Manager Update
- b. Consider Appointment of Kevin McNees and Terry Zrust to District Advisory Committee
- c. 2018 Management
  - i. Recommendation from Advisory Committee
  - ii. Consider Approval of 2018 Independent Contractor Agreement (District Management Services) with Stillwater Community Management, LLC (**enclosure**)
- d. Discuss Timing of Conveyance of Landscaping Tracts from Meritage Homes of Colorado
- e. Discuss current ARC Authority under Meritage Homes of Colorado and timing of transfer to the District

## 9. Financial Matters

- a. Financials/Claims Payable (**enclosures**)
- b. Consider Engagement of Dazzio & Associates, P.C. to Perform 2017 Audit (**enclosure**)
- c. Conduct 2018 Budget Hearing and Consider Adoption of Resolution to Adopt 2018 and Set Mill Levies (**enclosure**)
- d. Conduct 2017 Budget Amendment Hearing and Consider Adoption of Resolution to Amend 2017 Budget (**enclosure**)
- e. Other Financial Matters

## 10. Other Business

## 11. Adjourn