

**SPECIAL MEETING
CARRIAGE HILLS METROPOLITAN DISTRICT**

Carbon Valley Academy - Technology Room
4040 Coriolis Way
Frederick, Colorado 80504
December 6, 2018
6:00 P.M.

Darby Coleman, President	Term to May 2022
Aaron Grant, Vice President	Term to May 2020
David Hinrichs, Treasurer	Term to May 2022
Steve McKie, Secretary	Term to May 2022
Doug Grant, Asst. Secretary/Asst. Treasurer	Term to May 2020

AGENDA

1. Call to Order
2. Declaration of Quorum/Director Qualifications/Reaffirmation of Disclosure
3. Approval of Agenda
4. Public Comment (Items Not on the Agenda) – Limited to Three (3) Minutes Per Person
5. **Consent Agenda** (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event the item will be removed from the Consent Agenda and considered in the regular agenda).
 - a. Approval of Board Meeting Minutes from the August 28, 2018 Special Meeting (**enclosure**)
 - b. Approval of Claims as of November 30, 2018 (**enclosure**)
 - c. Ratification of Unaudited Financial Statements as of October 31, 2018 (**enclosure**)
 - d. Adoption of Resolution No. 2018-12-01: 2019 Administrative Matters Resolution (**enclosure**)
 - e. Approval and Renewal of Consulting Agreements for 2019 Services (copies of full agreements available upon request; no changes in fees proposed unless otherwise noted):
 - i. MMI, Water Engineers, LLC for Engineering Services
 - ii. Centennial Consulting Group, LLC for District Management, Accounting and Billing Services
 - f. Approval of Independent Contractor Agreement for Snow Removal Services for 2018-2019 Winter Season with Ward’s Lawn Service, Inc. (**enclosure**)
 - g. Approval of Independent Contractor Agreement for Landscape Maintenance Services for 2019 with Ward’s Lawn Service, Inc. (**enclosure**)
 - h. Consider Renewal of Property and Liability Coverage, Workers Compensation Coverage, and SDA Membership for 2019
6. **Construction Matters**
 - a. Report from District Engineer Regarding Public Improvements
 - i. Review Tracking List items & Updates regarding Town of Frederick items (**enclosure**)

7. **Financial Matters**

- a. Conduct Public Hearing on 2018 Amended Budget and Adoption of Resolution No. 2018-12-03 (**enclosure**)
- b. Conduct Public Hearing on 2019 Budget and Adoption of Resolution No. 2018-12-04 (**enclosure**)

8. **Management Matters**

- a. Update on Landscaping Matters (**enclosure**)

9. **Legal Matters**

- a. Consider Approval of Engagement Letter with WHITE BEAR ANKELE TANAKA & WALDRON for Legal Services (**enclosure**)
- b. Letter to Babcock Land Corp. Regarding Installation of Irrigation Main (**enclosure**)
- c. Letter to Frank and Christi Vahling Regarding Illegal Discharge of Water (**enclosure**)

10. **Other Business**

11. **Adjournment**