

SECOND CREEK FARM METROPOLITAN DISTRICT NO. 4

450 E. 17th Avenue, Suite 400

Denver, Colorado 80203

Phone: 303-592-4380

<https://secondcreekfarmmd.colorado.gov/>

NOTICE OF REGULAR MEETING AND AGENDA

Board of Directors

Joel H. Farkas
Toni Serra
Davinder Sandhu
Vacant
Vacant

Office

President
Treasurer
Assistant Secretary

Term Expires

May 2027
May 2027
May 2025
May 2025
May 2025

DATE: November 13, 2023 (Monday)

TIME: 3:00 P.M.

CONFERENCE CALL: 1-720-931-2463; Code: 2463

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. Acknowledge the resignation of Tom Kowalski from the Board of Directors effective October 11, 2023.

D. Consider the appointment of Secretary of the Board of Directors.

E. Public comment.

- F. Review and consider approval of minutes from the July 17, 2023 regular meeting (enclosure).
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- G. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Posting Location for 24-Hour Notices (enclosure). [Suggested dates are July 22, 2024 and November 11, 2024 at 3:00 p.m.].
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- H. Insurance Discussion (enclosure)
1. Cyber Security and Increased Crime Coverage.
 2. Establish Insurance Committee to make final determinations regarding insurance, if necessary.
 3. Authorize renewal of District's insurance and Special District Association (SDA) membership for 2024.
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II. FINANCIAL MATTERS

- A. Review unaudited financial statements and Schedule of Cash Position (enclosure).
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- B. Review Cost Certification Report #21 prepared by Independent District Engineering Services, Inc. and acknowledge costs attributable to the District (to be distributed).
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- C. Conduct public hearing to consider Amendment to 2023 Budget. Consider adoption of Resolution to Amend 2023 Budget, if necessary.
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- D. Conduct public hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures).
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- E. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan, if necessary.
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- F. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form (“Certification”) and direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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- G. Discuss audit requirements for 2023. Consider the engagement of Fiscal Focus Partners, LLC to perform 2023 Audit (enclosure) or authorize District Accountant to prepare and file the 2023 Application for Audit Exemption.
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- H. Review and consider approval of Special Districts Master Service Agreement and Special Districts Preparation Statement of Work with CliftonLarsonAllen LLP (“CLA”) for 2024 Accounting Services and appoint CLA to prepare 2025 Budget (enclosures).
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III. LEGAL MATTERS

- A. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2024 (District Transparency Notice).
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- B. Discuss and consider adoption of Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).
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IV. OTHER BUSINESS

V. ADJOURNMENT

There are no more regular meetings scheduled for 2023.