

McGEADY SISNEROS

McGeady Sisneros P.C.

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December 12, 2013

VIA E-MAIL: recording@douglas.co.us

Douglas County Clerk & Recorder
Attn: Recording Dept.
301 Wilcox St.
Castle Rock, CO 80104

Re: Sterling Ranch Colorado Metropolitan District Nos. 1-7

Dear Clerk:

Attached are a "Public Notice of the Organizational Meeting," a "Notice of Proposed 2013 and 2014 Budgets," and a "Notice of Organizational Meeting and Agenda" for the Sterling Ranch Colorado Metropolitan District Nos. 1-7. Please post these documents in the appropriate place in the Clerk and Recorder's office from Thursday, December 12, 2013 through Monday, December 16, 2013.

Please also confirm your receipt of these documents by signing this letter below and returning it to me via fax at (303) 592-4385 or by e-mail reply to csorensen@mcgeadysisneros.com. Thank you very much.

Very truly yours,

McGEADY SISNEROS, P.C.



Craig Sorensen
Paralegal

Enclosures

The above-referenced documents were received 12-12, 2013 and will be posted as requested.

DOUGLAS COUNTY CLERK & RECORDER

By: _____

**PUBLIC NOTICE OF THE ORGANIZATIONAL MEETING OF THE
BOARD OF DIRECTORS OF THE
STERLING RANCH COLORADO METROPOLITAN DISTRICT NOS. 1-7**

PUBLIC NOTICE IS HEREBY GIVEN that the organizational meeting of the Board of Directors of the Sterling Ranch Colorado Metropolitan District Nos. 1-7 of Douglas County, Colorado, shall be held on Monday, December 16, 2013, at 2:00 p.m. at the offices of McGeady Sisneros, P.C., 450 E. 17th Ave., Suite 400, Denver, Colorado 80203. At such meeting, the Board shall conduct the regular business of the Districts and other business which may come before the Board. All meetings shall be open to the public.

IN WITNESS WHEREOF, this notice is given and duly posted pursuant to statute.

STERLING RANCH COLORADO
METROPOLITAN DISTRICT NOS. 1-7

By: /s/ MaryAnn M. McGeady
McGEADY SISNEROS, P.C.
Attorneys for the Districts

NOTICE OF PROPOSED 2013 AND 2014 BUDGETS

**STERLING RANCH COLORADO METROPOLITAN DISTRICT NOS. 1-7
DOUGLAS COUNTY, COLORADO**

NOTICE IS HEREBY GIVEN that proposed budgets have been submitted to the Boards of Directors of the Sterling Ranch Colorado Metropolitan District Nos. 1-7 (the "Districts") for the current year of 2013 and the ensuing year of 2014. Copies of the proposed 2013 and 2014 budgets are on file in the office of the Districts' General Counsel, McGeady Sisneros, P.C., 450 E. 17th Ave., Suite 400, Denver, CO 80203, where same are available for public inspection. Such proposed 2013 and 2014 budgets will be considered at the organizational meetings of the Districts to be held at 2:00 p.m. on Monday, December 16, 2013, at the offices of McGeady Sisneros, P.C., 450 E. 17th Ave., Suite 400, Denver, CO 80203. Any interested elector within the Districts may, at any time prior to the final adoption of the 2013 and 2014 budgets, inspect the 2013 and 2014 budgets and file or register any objections thereto.

STERLING RANCH COLORADO
METROPOLITAN DISTRICT NOS. 1-7

By: /s/ MaryAnn M. McGeady
McGEADY SISNEROS, P.C.
Attorneys for the District

**STERLING RANCH COLORADO METROPOLITAN
DISTRICT NOS. 1, 2, 3, 4, 5, 6 AND 7**

450 E. 17th Avenue, Suite 400
Denver, Colorado 80203-1214
Phone: 303-592-4380
Fax: 303-592-4385

NOTICE OF ORGANIZATIONAL MEETING AND AGENDA

DATE:	Monday, December 16, 2013
TIME:	2:00 p.m.
PLACE:	McGeady Sisneros, P.C. 450 E. 17 th Ave., Suite 400 Denver, CO 80203 303-592-4380

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Harold R. Smethills, Jr.		May 2016
James Yates		May 2016
Jack N. Hoagland		May 2016
Diane H. Smethills		May 2014
VACANT		May 2014

I. ADMINISTRATIVE MATTERS

A. Present disclosures of potential conflicts of interest.

B. Approve agenda; confirm location of meeting, posting of meeting notices and quorum.

C. Confirm filing of oaths of office and organizational documents.

D. Acknowledge resignation of Jack N. Hoagland from the Board of Directors.

E. Discuss status of board vacancies.

F. Consider appointment of officers.

President: _____
Secretary: _____
Treasurer: _____
Assistant
Secretary(ies): _____

G. Discuss and consider engagement of McGeady Sisneros, P.C. as District Counsel (enclosures – engagement agreements for District Nos. 1-7).

H. Discuss and consider engagement of CliftonLarsonAllen LLP as District Manager and District Accountant.

I. Discuss engagement of D.A. Davidson & Co. as District Underwriter (enclosure).

J. Discuss and consider adoption of Resolution No. 2013-12-____ Establishing Regular Meeting Dates, Times and Location, and Designating Locations for Posting of 72-Hour and 24-Hour Notices (enclosures – resolutions for District Nos. 1-7). Appoint representative to post notices within the District.

K. Discuss insurance requirements (public officials' liability, general liability, workers' compensation, comprehensive crime). Consider adoption of Resolution No. 2013-12-____ to obtain insurance coverage through the Colorado Special Districts Property and Liability Pool and join the Special District Association (to be distributed).

L. Discuss payment of directors' fees.

M. [IF DIRECTORS TO BE UNPAID] Discuss and consider adoption of Resolution No. 2013-12-____ Providing for Directors' Exclusion from Workers' Compensation Coverage and approve execution of Form WC-44, Exclusion of Uncompensated Public Officials (enclosures – resolutions and forms for District Nos. 1-7).

II. FINANCIAL MATTERS

A. Consider ratification/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 (enclosures – forms for District Nos. 1-7).

B. Consider and approve the establishment of a policy authorizing investments in accordance with state statutes.

C. Ratify appointment of District Counsel to prepare 2013 and 2014 Budgets for District Nos. 1-7.

D. Conduct Public Hearing on the proposed 2013 Budget and consider adoption of Resolution No. 2013-12-____ to Adopt the 2013 Budget and Resolution No. 2013-12-____ to Appropriate Sums of Money (enclosures - budgets and resolutions for District Nos. 1-7).

E. Conduct Public Hearing on the proposed 2014 Budget and consider adoption of Resolution No. 2013-12-____ to Adopt the 2014 Budget and Resolution No. 2013-12-____ to Appropriate Sums of Money (enclosures - budgets and resolutions for District Nos. 1-7).

- F. Consider appointment of District Accountant to prepare and file Application for Exemption from Audit for 2013.
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III. LEGAL MATTERS

- A. Discuss entering into Community Authority Board Establishment Agreement pursuant to attached Term Sheet (enclosure).
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- B. Discuss public and executive session meeting procedure. Discuss and consider adoption of Resolution No. 2013-12-____ Providing Policy Regarding Recording of Public and Executive Session Meetings (enclosures – resolutions for District Nos. 1-7).
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- C. Discuss and consider adoption of Resolution No. 2013-12-____ Providing for the Defense and Indemnification of Directors and Employees of the District (enclosures – resolutions for District Nos. 1-7).
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- D. Discuss and consider adoption of Resolution No. 2013-12-____ Declaring District's Intent to Reimburse Expenditures with the Proceeds of Future Tax-Exempt Bonds (enclosures – Resolutions for District Nos. 1-7).
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- E. Discuss and consider adoption of Resolution No. 2013-12-____ Declaring District's Intent to Reimburse Sterling Ranch, LLC and Sterling Ranch Development Company for Advances for Operations, Maintenance and Capital Expenses (enclosures – resolutions for District Nos. 1-7).
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H. Appoint Designated Election Official and consider adoption of Resolution No. 2013-12-____, Resolution Calling a Regular Election for Directors on May 6, 2014 (enclosures – resolutions for District Nos. 1-7).

I. Discuss requirements of Section 32-1-809, C.R.S. (District Transparency Notice) and direct staff regarding compliance for 2014.

J. Discuss and consider approval of Resolution No. 2013-12-____, Resolution Regarding Colorado Open Records Act Requests (enclosures – resolutions for District Nos. 1-7).

K. Discuss requirements of HB 13-1186 regarding Special District Public Disclosure Document (enclosure).

IV. CONSTRUCTION MATTERS

A. Discuss and consider approval of proposal from Mulhern MRE, Inc. for managing RFP process for General Contractor/Construction Management Services and RFQ process for Technology Provider.

B. Discuss and consider approval of RFP for General Contractor/Construction Management Services.

C. Discuss and consider approval of RFQ for Technology Provider.

V. OTHER BUSINESS

A.

VI. ADJOURNMENT
