

# CHURCH RANCH METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 · 800-741-3254  
Fax: 303-987-2032

## NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Gregg Bradbury	President	2023/May 2023
David Laughlin Johnson	Treasurer	2022/May 2022
Charles Church McKay	Assistant Secretary	2022/May 2022
<b>VACANT</b>		2023/May 2022
<b>VACANT</b>		2022/May 2022
David Solin	Secretary	

DATE: **December 9, 2021 (Thursday)**

TIME: 10:00 A.M.

PLACE: *This meeting will be held via telephone conference without any individuals (neither District representatives nor the general public) attending in person. The meeting can be joined through the directions below:*

**TO ATTEND THIS MEETING, DIAL THE PHONE NUMBER BELOW, AND ENTER THE INDICATED ID NUMBER AND PASSCODE WHEN PROMPTED:**

**Phone: 1-669-900-6833**

**ID Number: 5469119353**

**Passcode: 912873**

### I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

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B. Confirm quorum, location/manner of the meeting, and posting of meeting notices.  
Approve agenda.

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C. Acknowledge the resignation of Barbara Grogan from the Board of Directors, effective as of November 23, 2021 (enclosure).

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D. Discuss Board vacancies.

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- E. Review and consider approval of Minutes of the June 3, 2021 Special Meeting (enclosure).

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- F. Discuss business to be conducted in 2022 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 Location for Posting 24-Hour Notices (enclosure).

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- G. Discuss §32-1-809, C.R.S. Transparency Notice reporting requirements and mode of eligible elector notification for 2022.

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- H. Discuss status of District website.

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III. FINANCIAL MATTERS

- A. Review and ratify the approval of the payment of claims as follows (enclosures):

Fund	Period Ending June 30, 2021	Period Ending July 31, 2021	Special Check Aug. 31, 2021	Special Check Sept. 30, 2021
General	\$ 4,968.43	\$ 1,800.00	\$ 3,683.16	\$ 1,760.90
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	\$ 4,968.43	\$ 1,800.00	\$ 3,683.16	\$ 1,760.90

Fund	Period Ending Oct. 22, 2021	Period Ending Nov. 16, 2021
General	\$ 1,109.80	\$ 1,358.62
Debt	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-
<b>Total</b>	\$ 1,109.80	\$ 1,358.62

- B. Review and accept unaudited financial statements for the period ending September 30, 2021 and Cash Position Statement dated September 30, 2021 (enclosure).

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- C. Consider engagement of Wipfli LLP for preparation of 2021 Audit, or appoint District Accountant to prepare Application for Exemption from Audit.

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- D. Conduct public hearing to consider Amendment to 2021 Budget and (if necessary) consider adoption of a Resolution to Amend the 2021 Budget.

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- E. Conduct Public Hearing on the proposed 2022 Budget and consider adoption of Resolution No. 2021-11-\_\_\_ to Adopt the 2022 Budget; Resolution No. 2021-11-\_\_\_ to Appropriate Sums of Money and Set Mill Levies (\_\_\_ mills for General Fund, \_\_\_ mills for Debt Service Fund, for a total mill levy of \_\_\_\_\_ mills) (enclosures - preliminary assessed valuation, 2022 draft Budget and Resolutions).

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- F. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

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- G. Consider appointment of District Accountant to prepare the 2023 Budget and set date for public hearing to adopt the 2023 Budget (\_\_\_\_\_, 2022).

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#### IV. LEGAL MATTERS

- A. Discuss May 3, 2022 Regular Directors' election regarding new legislative requirements and related expenses for same. Consider adoption of Resolution No. 2021-12-\_\_\_; Resolution Calling a Regular Election for Directors on May 3, 2022, appointing the Designated Election Official ("DEO"), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (enclosure). Self-Nomination forms are due by February 25, 2022. Discuss the need for ballot issues and/or questions.

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#### V. OTHER BUSINESS

- A. \_\_\_\_\_

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Church Ranch Metropolitan District  
December 9, 2021  
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VI. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2021.**

Informational Enclosure:

- Memo regarding New Rate Structure from Special District Management Services, Inc.

## RECORD OF PROCEEDINGS

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE CHURCH RANCH METROPOLITAN DISTRICT HELD JUNE 3, 2021

A special meeting of the Board of Directors of the Church Ranch Metropolitan District (referred to hereafter as "Board") was convened on Thursday, the 3rd day of June, 2021, at 10:00 A.M. Due to concerns regarding the spread of the coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the District Board meeting was held by telephone conference with all participants attending via telephone. The meeting was open to the public.

#### ATTENDANCE

#### Directors In Attendance Were:

Gregg Bradbury  
Charles Church McKay  
Barbara Grogan

Following discussion, upon motion duly made by Director Grogan, seconded by Director Bradbury and, upon vote, unanimously carried, the absence of Director David Laughlin Johnson was excused.

#### Also In Attendance Were:

David Solin; Special District Management Services, Inc.

Megan Becher, Esq.; McGeady Becher P.C.

Joy Tatton; Simmons & Wheeler, P.C.

#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. Mr. Solin noted that a quorum was present and requested members of the Board to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting, and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with the statute. It was noted that all Directors' Disclosure Statements have been filed, and no additional conflicts were disclosed at the meeting.

## RECORD OF PROCEEDINGS

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### ADMINISTRATIVE MATTERS

**Agenda:** Mr. Solin distributed for the Board's review and approval a proposed Agenda for the District's Special Meeting.

Following discussion, upon motion duly made by Director Grogan, seconded by Director Bradbury and, upon vote, unanimously carried, the Agenda was approved, as presented.

**Location/Manner of Meeting and Posting of Meeting Notices:** The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The Board determined that, due to concerns regarding the spread of the coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, the meeting would be held by telephonic means, and encouraged public participation via telephone. The Board further noted that notice of the time, date and location/manner of the meeting was duly posted and that the District had not received any objections to the telephonic manner of the meeting, or any requests that the telephonic manner of the meeting be changed by taxpaying electors within the District boundaries.

**Resignation of Director:** The Board acknowledged the resignation of Director Alexandra Pierson, effective as of April 30, 2021.

**Minutes:** The Board reviewed the Minutes of the February 25, 2021 Special Meeting.

Following discussion, upon motion duly made by Director Bradbury, seconded by Director McKay and, upon vote, unanimously carried, the Minutes of the February 25, 2021 Special Meeting were approved.

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### FINANCIAL MATTERS

**Claims:** The Board considered ratifying the approval of the payment of claims as follows:

	Period Ending Nov. 16, 2020	Period Ending Dec. 16, 2020	Period Ending Jan. 15, 2021
General Fund	\$ 6,675.65	\$ 3,196.98	\$ 3,324.42
Debt Service Fund	\$ -0-	\$ -0-	\$ -0-
Capital Projects Fund	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 6,675.65</b>	<b>\$ 3,196.98</b>	<b>\$ 3,324.42</b>

## RECORD OF PROCEEDINGS

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	Period Ending Feb. 12, 2021	Period Ending March 26, 2021	Period Ending April 22, 2021
General Fund	\$ 2,139.38	\$ 4,246.89	\$ 8,597.39
Debt Service Fund	\$ -0-	\$ -0-	\$ -0-
Capital Projects Fund	\$ -0-	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 2,139.38</b>	<b>\$ 4,246.89</b>	<b>\$ 8,597.39</b>

	Period Ending May 21, 2021
General Fund	\$ 8,014.76
Debt Service Fund	\$ -0-
Capital Projects Fund	\$ -0-
<b>Total</b>	<b>\$ 8,014.76</b>

Following discussion, upon motion duly made by Director Grogan, seconded by Director Bradbury and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, as amended.

**Unaudited Financial Statements:** Mr. Solin presented for the Board’s review the unaudited financial statements of the District setting forth the cash deposits, investments, and budget analysis for the period ending March 31, 2021.

Following review and discussion, upon motion duly made by Director Grogan, seconded by Director Bradbury and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending March 31, 2021.

**2020 Audit:** Ms. Tatton reviewed the 2020 Audit with the Board.

Following review and discussion, upon motion duly made by Director Bradbury, seconded by Director McKay and, upon vote, unanimously carried, the Board approved the 2020 Audit (subject to final review by counsel) and authorized execution of the Representations Letter.

**Preparation of the 2022 Budget:** The Board deferred discussion.

### **LEGAL MATTERS**

#### **Matters Relative to District Dissolution:**

*Termination of Acquisition and Reimbursement Agreement between the District and Church Ranch Land Company, LLC:* Attorney Becher discussed with the Board the Termination of Acquisition and Reimbursement Agreement between the District and Church Ranch Land Company, LLC.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Bradbury, seconded by Director Grogan and, upon vote, unanimously carried, the Board ratified approval of the Termination of Acquisition and Reimbursement Agreement between the District and Church Ranch Land Company, LLC.

*Dissolution of the District:* It was noted that there will be no further action relating to dissolution of the District, as there will be a transition of the Board in lieu of dissolution.

\_\_\_\_\_

### **OTHER BUSINESS**

There was no other business.

\_\_\_\_\_

### **ADJOURNMENT**

There being no further business to come before the Board at this time, upon motion duly made by Director McKay, seconded by Director Grogan and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By \_\_\_\_\_  
Secretary for the Meeting



**RESOLUTION NO. 2021-12-\_\_\_\_**

**RESOLUTION OF THE BOARD OF DIRECTORS OF  
THE CHURCH RANCH METROPOLITAN DISTRICT  
ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION,  
ESTABLISHING DISTRICT WEBSITE AND  
DESIGNATING LOCATION FOR POSTING OF 24-HOUR NOTICES**

- A. Pursuant to Section 32-1-903(1.5), C.R.S., special districts are required to designate a schedule for regular meetings, indicating the dates, time and location of said meetings.
- B. Pursuant to Section 32-1-903(5), C.R.S., “location” means the physical, telephonic, electronic, or virtual place, or a combination of such means where a meeting can be attended. “Meeting” has the same meaning as set forth in Section 24-6-402(1)(b), C.R.S., and means any kind of gathering, convened to discuss public business, in person, by telephone, electronically, or by other means of communication.
- C. Pursuant to Section 24-6-402(2)(c)(I), C.R.S., special districts are required to designate annually at the board of directors of the district’s first regular meeting of each calendar year, the public place at which notice of the date, time and location of regular and special meetings (“**Notice of Meeting**”) will be physically posted at least 24 hours prior to each meeting (“**Designated Public Place**”). A special district is deemed to have given full and timely notice of a regular or special meeting if it posts its Notice of Meeting at the Designated Public Place at least 24 hours prior to the meeting.
- D. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., special districts are relieved of the requirement to post the Notice of Meeting at the Designated Public Place, and are deemed to have given full and timely notice of a public meeting, if a special district posts the Notice of Meeting online at a public website of the special district (“**District Website**”) at least 24 hours prior to each regular and special meeting.
- E. Pursuant to Section 24-6-402(2)(c)(III), C.R.S., if a special district is unable to post a Notice of Meeting on the District Website at least 24 hours prior to the meeting due to exigent or emergency circumstances, then it must physically post the Notice of Meeting at the Designated Public Place at least 24 hours prior to the meeting.
- F. Pursuant to Section 32-1-903(1.5), C.R.S., all meetings of the board that are held solely at physical locations must be held at physical locations that are within the boundaries of the district or that are within the boundaries of any county in which the district is located, in whole or in part, or in any county so long as the physical location does not exceed twenty (20) miles from the district boundaries unless such provision is waived.
- G. The provisions of Section 32-1-903(1.5), C.R.S., may be waived if: (1) the proposed change of the physical location of a meeting of the board appears on the agenda of a meeting; and (2) a resolution is adopted by the board stating the reason for which meetings of the board are to be held in a physical location other than under Section 32-1-903(1.5), C.R.S., and further stating the date, time and physical location of such meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Church Ranch Metropolitan District (the “**District**”), Jefferson County, Colorado:

1. That the provisions of Section 32-1-903(1.5), C.R.S., be waived pursuant to the adoption of this Resolution.

2. That the Board of Directors (the “**District Board**”) has determined that conducting meetings at a physical location pursuant to Section 32-1-903(1.5), C.R.S., would be inconvenient and costly for the directors and consultants of the District in that they live and/or work outside of the twenty (20) mile radius requirement.

3. That regular meetings of the District Board for the year 2022 shall be held on \_\_\_\_\_ at \_\_\_\_\_, at \_\_\_\_\_ [indicate physical location and/or virtual location (telephonically, electronically, or by other means)].

4. That special meetings of the District Board shall be held as often as the needs of the District require, upon notice to each director.

5. That, until circumstances change, and a future resolution of the District Board so designates, the physical location and/or method or procedure for attending meetings of the District Board virtually (including the conference number or link) shall appear on the agenda(s) of said meetings.

6. That the residents and taxpaying electors of the District shall be given an opportunity to object to the meeting(s) physical location(s), and any such objections shall be considered by the District Board in setting future meetings.

7. That the District Board authorizes establishment of a District Website, if such District Website does not already exist, in order to provide full and timely notice of meetings of the District Board online pursuant to the provisions of Section 24-6-402(2)(c)(III), C.R.S.

8. That, if the District has established a District Website, the Notice of Meeting of the District Board shall be posted on the District Website at least 24 hours prior to each meeting pursuant to Section 24-6-402(2)(c)(III), C.R.S. and Section 32-1-903(2), C.R.S.

9. That, if the District has not yet established a District Website or is unable to post the Notice of Meeting on the District Website at least 24 hours prior to each meeting due to exigent or emergency circumstances, the Notice of Meeting shall be posted within the boundaries of the District at least 24 hours prior to each meeting, pursuant to Section 24-6-402(2)(c)(I) and (III), C.R.S., at the following Designated Public Place:

(a) Telephone pole on West 103<sup>rd</sup> Avenue

10. Special District Management Services, Inc., or his/her designee, is hereby appointed to post the above-referenced notices.

**[SIGNATURE PAGE TO RESOLUTION ESTABLISHING REGULAR MEETING DATES, TIME, AND LOCATION, ESTABLISHING DISTRICT WEBSITE AND DESIGNATING LOCATION FOR 24-HOUR NOTICES]**

RESOLUTION APPROVED AND ADOPTED on December 9, 2021.

**CHURCH RANCH METROPOLITAN DISTRICT**

By: \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary

Church Ranch Metropolitan District  
June-21

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount</b>	<b>Expense Account</b>	<b>Account Number</b>
McGeady Becher P.C.	678B 05/2021	5/31/2021	5/31/2021	\$ 1,224.00	Legal	1675
McGeady Becher P.C.	678B 04/2021	4/30/2021	4/30/2021	\$ 2,529.50	Legal	1675
Special District Management Services	May-21	5/31/2021	5/31/2021	\$ 14.77	Miscellaneous	1685
Special District Management Services	May-21	5/31/2021	5/31/2021	\$ 644.00	Accounting	1612
Special District Management Services	May-21	5/31/2021	5/31/2021	\$ 539.00	Management	1614
UNCC	17125-221050264	5/31/2021	5/31/2021	\$ 17.16	Miscellaneous	1685
				\$ 4,968.43		

Church Ranch Metropolitan District  
June-21

	General	Debt	Capital	Totals
Disbursements	\$ 4,968.43			\$ 4,968.43
				\$ -
	\$ 4,968.43	\$ -	\$ -	\$ 4,968.43

Church Ranch Metropolitan District  
July-21

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount</b>	<b>Expense Account</b>	<b>Account Number</b>
Colorado Community Media	28879	6/18/2021	6/18/2021	\$ 21.28	Miscellaneous	1685
Special District Management Services	Jun-21	6/30/2021	6/30/2021	\$ 42.00	Miscellaneous	1685
Special District Management Services	Jun-21	6/30/2021	6/30/2021	\$ 504.00	Accounting	1612
Special District Management Services	Jun-21	6/30/2021	6/30/2021	\$1,172.00	Management	1614
UNCC	17125- 221060255	6/30/2021	6/30/2021	\$ 60.72	Miscellaneous	1685
				\$1,800.00		

Church Ranch Metropolitan District  
July-21

	General	Debt	Capital	Totals
Disbursements	\$ 1,800.00			\$ 1,800.00
				\$ -
	\$ 1,800.00	\$ -	\$ -	\$ 1,800.00

Church Ranch Metropolitan District  
August-21

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount</b>	<b>Expense Account</b>	<b>Account Number</b>
McGeady Becher P.C.	678B 06/2021	6/30/2021	6/30/2021	\$ 2,209.50	Legal	1675
Special District Management Services	Jul-21	7/31/2021	7/31/2021	\$ 40.44	Miscellaneous	1685
Special District Management Services	Jul-21	7/31/2021	7/31/2021	\$ 476.00	Accounting	1612
Special District Management Services	Jul-21	7/31/2021	7/31/2021	\$ 896.50	Management	1614
UNCC	17125- 221070267	7/31/2021	7/31/2021	\$ 60.72	Miscellaneous	1685
				\$ 3,683.16		



Church Ranch Metropolitan District  
August-21

	General	Debt	Capital	Totals
Disbursements	\$ 3,683.16			\$ 3,683.16
				\$ -
	\$ 3,683.16	\$ -	\$ -	\$ 3,683.16

Church Ranch Metropolitan District  
September-21

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
McGeady Becher P.C.	678B 07/2021	7/31/2021	7/31/2021	\$ 910.50	Legal	1675
Special District Management Services	Aug-21	7/31/2021	7/31/2021	\$ 4.20	Miscellaneous	1685
Special District Management Services	Aug-21	7/31/2021	7/31/2021	\$ 364.00	Accounting	1612
Special District Management Services	Aug-21	7/31/2021	7/31/2021	\$ 436.00	Management	1614
UNCC	17125- 221080267	8/31/2021	8/31/2021	\$ 46.20	Miscellaneous	1685
				\$ 1,760.90		

Church Ranch Metropolitan District  
September-21

	General	Debt	Capital	Totals
Disbursements	\$ 1,760.90			\$ 1,760.90
				\$ -
	\$ 1,760.90	\$ -	\$ -	\$ 1,760.90

Church Ranch Metropolitan District  
October-21

<b>Vendor</b>	<b>Invoice #</b>	<b>Date</b>	<b>Due Date</b>	<b>Amount</b>	<b>Expense Account</b>	<b>Account Number</b>
Colorado Special Distict P&L Pool	POL-0007493	9/8/2021	10/22/2021	\$ 450.00	Prepaid Expense	1125
McGeady Becher P.C.	6788 08/2021	8/31/2021	8/31/2021	\$ 100.00	Legal	1675
Special District Management Services	Sep-21	9/30/2021	9/30/2021	\$ 4.80	Miscellaneous	1685
Special District Management Services	Sep-21	9/30/2021	9/30/2021	\$ 280.00	Accounting	1612
Special District Management Services	Sep-21	9/30/2021	9/30/2021	\$ 275.00	Management	1614
				\$ 1,109.80		

Church Ranch Metropolitan District  
October-21

	General	Debt	Capital	Totals
Disbursements	\$ 1,109.80			\$ 1,109.80
				\$ -
	\$ 1,109.80	\$ -	\$ -	\$ 1,109.80

Church Ranch Metropolitan District  
November-21

Vendor	Invoice #	Date	Due Date	Amount	Expense Account	Account Number
Colorado Community Media	39710	10/29/2021	10/29/2021	\$ 24.36	Miscellaneous	1685
McGeady Becher P.C.	678B 10-2021	10/31/2021	10/31/2021	\$ 45.00	Legal	1675
McGeady Becher P.C.	678B 9-2021	9/30/2021	9/30/2021	\$ 22.50	Legal	1675
Special District Management Services	Oct-21	11/16/2021	11/16/2021	\$ 19.80	Miscellaneous	1685
Special District Management Services	Oct-21	11/16/2021	11/16/2021	\$ 826.00	Accounting	1612
Special District Management Services	Oct-21	11/16/2021	11/16/2021	\$ 384.00	Management	1614
UNCC	221090267	9/30/2021	9/30/2021	\$ 21.12	Miscellaneous	1685
UNCC	221100263	10/31/2021	10/31/2021	\$ 15.84	Miscellaneous	1685

\$ 1,358.62

Church Ranch Metropolitan District  
November-21

	General	Debt	Capital	Totals
Disbursements	\$ 1,358.62			\$ 1,358.62
				\$ -
	\$ 1,358.62	\$ -	\$ -	\$ 1,358.62

**CHURCH RANCH METROPOLITAN DISTRICT**  
**Schedule of Cash Position**  
**September 30, 2021**

	<b>Rate</b>	<b>Operating</b>
<b>Checking:</b>		
FirstBank Checking		\$ 2,426.91
<b>Investments:</b>		
ColoTrust	0.0182%	476,729.78
<b>TOTAL FUNDS:</b>		<b>\$ 479,156.69</b>

**2021 Mill Levy Information**

Certified General Fund Mill Levy	0.000
Certified Debt Service Fund Mill Levy	0.000
Total Certified Mill Levy	0.000

**Board of Directors**

- \* Gregg A. Bradbury
- \* David L. Johnson
- \* Charles C. McKay
- \* Barbara L. Grogan

\*authorized signer on checking account



**CHURCH RANCH METROPOLITAN DISTRICT**

**FINANCIAL STATEMENTS**

**September 30, 2021**

**CHURCH RANCH METROPOLITAN DISTRICT**  
**COMBINED BALANCE SHEET - ALL FUND TYPES AND ACCOUNT GROUPS**  
September 30, 2021

	<u>GENERAL</u>	<u>DEBT SERVICE</u>	<u>TOTAL MEMO ONLY</u>
<b>Assets</b>			
FirstBank Checking	\$ 2,427	\$ -	\$ 2,427
ColoTrust	476,730	-	476,730
Total Current Assets	<u>479,157</u>	<u>-</u>	<u>479,157</u>
<b>Total Assets</b>	<u>\$ 479,157</u>	<u>\$ -</u>	<u>\$ 479,157</u>
Fund Balance	\$ 514,101	\$ 2,932	\$ 517,033
Current Year Earnings	(34,944)	(2,932)	(37,877)
Total Fund Balances	<u>479,157</u>	<u>0</u>	<u>479,157</u>
<b>Total Liabilities, Deferred Inflows of Resources and Fund Balance</b>	<u>\$ 479,157</u>	<u>\$ 0</u>	<u>\$ 479,157</u>

**CHURCH RANCH METROPOLITAN DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 9 Months Ending**  
**September 30, 2021**  
**General Fund**

Account Description	Period Actual	YTD Actual	Budget	Favorable (Unfavorable) Variance	% of Budget
<b>Revenues</b>					
Interest Income	\$ 31	\$ 202	\$ 2,500	\$ (2,298)	8.1%
<b>Total Revenues</b>	<u>31</u>	<u>202</u>	<u>2,500</u>	<u>(2,298)</u>	<u>8.1%</u>
<b>Expenditures</b>					
Accounting	1,344	5,152	10,000	4,848	51.5%
Management	2,505	7,553	8,000	448	94.4%
Audit	-	3,400	4,500	1,100	75.6%
Insurance/SDA Dues	-	3,612	4,000	388	90.3%
Legal	3,120	15,787	15,000	(787)	105.2%
Miscellaneous	501	2,577	1,500	(1,077)	171.8%
Contingency	-	-	50,000	50,000	0.0%
Emergency Reserve	-	-	75	75	0.0%
<b>Total Expenditures</b>	<u>7,470</u>	<u>38,079</u>	<u>93,075</u>	<u>54,996</u>	<u>40.9%</u>
Excess (Deficiency) of Revenues Over Expenditures	(7,439)	(37,877)	(90,575)	52,698	
<b>Other Financing Sources (Uses)</b>					
Transfer to Capital Projects	-	-	(400,000)	400,000	
Transfer from Debt Service	-	2,933	-	2,933	
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>2,933</u>	<u>(400,000)</u>	<u>402,933</u>	
Change in Fund Balance	(7,439)	(34,944)	(490,575)	455,631	
Beginning Fund Balance	486,596	514,101	438,795	75,306	
<b>Ending Fund Balance</b>	<u>\$ 479,157</u>	<u>\$ 479,157</u>	<u>\$ (51,780)</u>	<u>\$ 530,937</u>	

**CHURCH RANCH METROPOLITAN DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 9 Months Ending**  
**September 30, 2021**  
**Debt Service Fund**

<u>Account Description</u>	<u>Period Actual</u>	<u>YTD Actual</u>	<u>Budget</u>	<u>Favorable (Unfavorable) Variance</u>	<u>% of Budget</u>
<b>Revenues</b>					
Interest Income	\$ -	\$ 1	\$ -	\$ 1	-
<b>Total Revenues</b>	<u>-</u>	<u>1</u>	<u>-</u>	<u>1</u>	<u>-</u>
<b>Other Financing Sources (Uses)</b>					
Transfer to General Fund	-	(2,933)	-	(2,933)	
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>(2,933)</u>	<u>-</u>	<u>(2,933)</u>	
Change in Fund Balance	-	(2,932)	-	(2,932)	
Beginning Fund Balance	0	2,932	-	2,932	
<b>Ending Fund Balance</b>	<u>\$ 0</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ 0</u>	

**CHURCH RANCH METROPOLITAN DISTRICT**  
**Statement of Revenues, Expenditures and Changes in Fund Balance - Budget and Actual**  
**For the 9 Months Ending**  
**September 30, 2021**  
**Capital Projects Fund**

Account Description	Period Actual	YTD Actual	Budget	Favorable (Unfavorable) Variance	% of Budget
<b>Expenditures</b>					
Public Improvements	\$ -	\$ -	\$ 400,000	\$ 400,000	0.0%
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>400,000</u>	<u>400,000</u>	<u>0.0%</u>
Excess (Deficiency) of Revenues Over Expenditures	-	-	(400,000)	(400,000)	
<b>Other Financing Sources (Uses)</b>					
Transfer from General Fund	-	-	400,000	400,000	
<b>Total Other Financing Sources (Uses)</b>	<u>-</u>	<u>-</u>	<u>400,000</u>	<u>400,000</u>	
Change in Fund Balance	-	-	-	-	
Beginning Fund Balance	-	-	-	-	
<b>Ending Fund Balance</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	

## CERTIFICATION OF VALUATION BY JEFFERSON COUNTY ASSESSOR

New Tax Entity  YES  NO

Date: August 24, 2021

**NAME OF TAX ENTITY:** CHURCH RANCH METRO DISTRICT

**USE FOR STATUTORY PROPERTY TAX REVENUE LIMIT CALCULATION ("5.5%" LIMIT) ONLY**

IN ACCORDANCE WITH 39-5-121(2)(a) AND 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES THE TOTAL VALUATION FOR ASSESSMENT FOR THE TAXABLE YEAR 2021:

1. PREVIOUS YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	1.	\$	30,343,393
2. CURRENT YEAR'S GROSS TOTAL TAXABLE ASSESSED VALUATION: ‡	2.	\$	30,317,983
3. LESS TOTAL TIF AREA INCREMENTS, IF ANY:	3.	\$	0
4. CURRENT YEAR'S NET TOTAL TAXABLE ASSESSED VALUATION:	4.	\$	30,317,983
5. NEW CONSTRUCTION: *	5.	\$	0
6. INCREASED PRODUCTION OF PRODUCING MINE: ≈	6.	\$	0
7. ANNEXATIONS/INCLUSIONS:	7.	\$	0
8. PREVIOUSLY EXEMPT FEDERAL PROPERTY: ≈	8.	\$	0
9. NEW PRIMARY OIL OR GAS PRODUCTION FROM ANY PRODUCING OIL AND GAS LEASEHOLD OR LAND (29-1-301(1)(b), C.R.S.): Φ	9.	\$	0
10. TAXES RECEIVED LAST YEAR ON OMITTED PROPERTY AS OF AUG. 1 (29-1-301(1)(A), C.R.S.). Includes all revenue collected on valuation not previously certified:	10.	\$	0
11. TAXES ABATED AND REFUNDED AS OF AUG. 1 (29-1-301(1)(a), C.R.S.) and (39-10-114(1)(a)(I)(B), C.R.S.):	11.	\$	2,298

‡ This value reflects personal property exemptions IF enacted by the jurisdiction as authorized by Art. X, Sec 20(8)(b), Colo. Constitution

\* New construction is defined as: Taxable real property structures and the personal property connected with the structure.

≈ Jurisdiction must submit to the Division of Local Government respective Certifications of Impact in order for the values to be treated as growth in the limit calculation; use Forms DLG 52 & 52A.

Φ Jurisdiction must apply to the Division of Local Government before the value can be treated as growth in the limit calculation; use Form DLG 52B.

**USE FOR TABOR "LOCAL GROWTH" CALCULATION ONLY**

IN ACCORDANCE WITH ART X, SEC.20, COLO. CONSTITUTION AND 39-5-121(2)(b), C.R.S., THE ASSESSOR CERTIFIES THE TOTAL ACTUAL VALUATION FOR THE TAXABLE YEAR 2021:

1. CURRENT YEAR'S TOTAL ACTUAL VALUE OF ALL REAL PROPERTY: ¶	1.	\$	91,770,289
<b>ADDITIONS TO TAXABLE REAL PROPERTY</b>			
2. CONSTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	2.	\$	0
3. ANNEXATIONS/INCLUSIONS:	3.	\$	0
4. INCREASED MINING PRODUCTION: §	4.	\$	0
5. PREVIOUSLY EXEMPT PROPERTY:	5.	\$	0
6. OIL OR GAS PRODUCTION FROM A NEW WELL:	6.	\$	0
7. TAXABLE REAL PROPERTY OMITTED FROM THE PREVIOUS YEAR'S TAX WARRANT: (If land and/or a structure is picked up as omitted property for multiple years, only the most current year's actual value can be reported as omitted property.):	7.	\$	0

**DELETIONS FROM TAXABLE REAL PROPERTY**

8. DESTRUCTION OF TAXABLE REAL PROPERTY IMPROVEMENTS:	8.	\$	0
9. DISCONNECTIONS/EXCLUSIONS:	9.	\$	0
10. PREVIOUSLY TAXABLE PROPERTY:	10.	\$	0

¶ This includes the actual value of all taxable real property plus the actual value of religious, private school, and charitable real property.

\* Construction is defined as newly constructed taxable real property structures.

§ Includes production from new mines and increases in production of existing producing mines.

IN ACCORDANCE WITH 39-5-128(1), C.R.S., AND NO LATER THAN AUGUST 25, THE ASSESSOR CERTIFIES TO SCHOOL DISTRICTS:

1. TOTAL ACTUAL VALUE OF ALL TAXABLE PROPERTY	1.	\$	104,692,591
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NOTE: ALL LEVIES MUST BE CERTIFIED TO THE COUNTY COMMISSIONERS NO LATER THAN DECEMBER 15.

Mill levy certifications will only be accepted via e-mail: [MillLevyCertify@jeffco.us](mailto:MillLevyCertify@jeffco.us).

### **TO ALL TAXING JURISDICTIONS:**

Pursuant to section 39-5-128, you are hereby notified that, as the clerk of a municipality or secretary of a special district, you must officially certify your agency's mill levy with Jefferson County. To ensure your agency meets the statutory deadline of December 15<sup>th</sup>, **your agency's certification must be submitted via email to [MillLevyCertify@jeffco.us](mailto:MillLevyCertify@jeffco.us) on or before Friday, December 10, 2021.**

Please remember that prior to submitting your agency's mill levy for certification, you are required by statute to formally adopt your annual budget. The necessary forms, along with instructions as to completion, are provided by the Colorado Division of Local Government (DOLA) and can be found on their website ([www.dola.state.co.us](http://www.dola.state.co.us)). Using these forms will expedite the process to ensure that your agency's mill levy is certified in time for the billing of 2020 property taxes by the Jefferson County Treasurer's office. **As an added safeguard to ensure accurate mill levies are certified, resolution(s) authorizing mill levy amounts must be included with your submission.**

Each taxing authority is responsible for ensuring that the mill levy submitted for certification complies with all applicable state statutes. You are encouraged to utilize the resources made available by DOLA to gain a thorough understanding of the statutes that apply to your agency.

The statutory "5.5% Property Tax Revenue Limit," also known as the "Annual Levy Law" (Section 29-1-301, et seq., C.R.S.), applies to most statutory local governments that levy property taxes, and it restricts the amount of property tax revenue that may be collected each year. This does not apply to home-rule entities unless their charters specify this limit. The local government's limit is calculated by using the information on the Certification of Valuation (CV) sent by the County Assessor each year.

Your agency may also be subject to the provisions specified under Article X, Section 20 of the Colorado State Constitution (Taxpayer's Bill of Rights Amendment). Each agency will be mailed a worksheet prepared by DOLA that shows their calculation for the agency's "5.5% limit." For other worksheets and additional guidance, please refer to DOLA's website or contact their staff at any time for assistance.

The county is required by law to certify the mill levies for all taxing authorities located within its boundaries. We ask for your help in ensuring that your mill levy information is both accurate and timely so that we can efficiently begin compiling the mill levy information.

If your district will not levy property taxes, we ask that you notify the county in writing of this intent. Failure to submit the required information by the established statutory deadline may result in a delay in the billing of your entity's property taxes.

Please contact the Jefferson County Assessor, Data Control Department at 303-271-8628 for valuation or district information questions.

Please submit your mill levy certification and resolution no later than December 10 via e-mail to [MillLevyCertify@jeffco.us](mailto:MillLevyCertify@jeffco.us). To ensure reliable and timely delivery and processing of certifications, **submissions will not be accepted in-person or via postal delivery.**

We appreciate your assistance with this process. If you have any questions, please contact the Jefferson County Strategy, Planning & Analysis Division at 303-271-8520.



**JEFFERSON**  
COUNTY COLORADO  
Assessor

**SCOT KERSGAARD**

Assessor

August 24, 2021

OFFICE OF THE ASSESSOR  
100 Jefferson County Parkway  
Golden, CO 80419-2500  
Phone: 303-271-8600  
Fax: 303-271-8616  
Website: <http://assessor.jeffco.us>  
E-mail Address: [assessor@jeffco.us](mailto:assessor@jeffco.us)

CHURCH RANCH METRO DISTRICT  
DAVID SOLIN  
00141 UNION BLVD 150  
LAKEWOOD CO 80228-1898

**AUG 27 2021**

Code # 4159

**CERTIFICATION OF VALUATION**

The Jefferson County Assessor reports a taxable assessed valuation for your taxing entity for 2021 of:

**\$30,317,983**

The breakdown of the taxable valuation of your property is enclosed.

As further required by CRS 39-5-128(1), you are hereby notified to officially certify your levy to the Board of County Commissioners no later than December 15.

CRS 39-1-111(5) requires that this office transmit a notification by December 10 of any changes to valuation made after the original certification.

**SCOT KERSGAARD**  
Jefferson County Assessor

enc



**IN ACCORDANCE WITH 39-5-128(1.5), C.R.S.  
HOUSE BILL 21-1312 INFORMATION**

**CHURCH RANCH METRO DISTRICT**

IN ACCORDANCE WITH 39-5-128(1.5), C.R.S., THE ASSESSOR PROVIDES:

HB21-1312 VALUE OF EXEMPT BUSINESS PERSONAL PROPERTY (ESTIMATED): \*\*      \$ 41,008

\*\*The tax revenue lost due to this exempted value will be reimbursed to the tax entity by the County Treasurer in accordance with 39-3-119.5(3), C.R.S.

House Bill 21-1312 passed in June 2021 increased the business and state assessed personal property threshold exemption from \$7,901 to \$50,000 for the 2021 and 2022 tax years. The tax revenue lost due to this exemption will be reimbursed to the tax entity by the County Treasurer in accordance with 39-5-128(1.5), C.R.S.,

The Assessor is required to provide the Assessed Value of Exempt Business Personal and State Assessed Properties in the Certification of Valuation by Authority Letter. Due to time constraints the DLG 57 form revisions with our Software Vendor was not completed in time for August Certification of Valuation.

**CHURCH RANCH METROPOLITAN DISTRICT**  
**Assessed Value, Property Tax and Mill Levy Information**

	<b>2020 Actual</b>	<b>2021 Adopted Budget</b>	<b>2022 Preliminary Budget</b>
<b>Assessed Valuation</b>	\$ 31,645,813	\$ 30,343,393	\$ 30,317,983
<b>Mill Levy</b>			
General Fund	11.059	-	-
Debt Service Fund	13.941	-	-
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	-	-	-
<b>Total Mill Levy</b>	25.000	-	-
<b>Property Taxes</b>			
General Fund	\$ 349,971	\$ -	\$ -
Debt Service Fund	441,174	-	-
Temporary Mill Levy Reduction	-	-	-
Refunds and Abatements	-	-	-
<b>Actual/Budgeted Property Taxes</b>	\$ 791,145	\$ -	\$ -

**CHURCH RANCH METROPOLITAN DISTRICT**

**GENERAL FUND**

**2022 Preliminary Budget**

with 2020 Actual, 2021 Adopted Budget, and 2021 Estimated

	<b>2020 Actual</b>	<b>01/21-06/21 YTD Actual</b>	<b>2021 Adopted Budget</b>	<b>2021 Estimated</b>	<b>2022 Preliminary Budget</b>
<b>BEGINNING FUND BALANCE</b>	\$ 459,052	\$ 514,101	\$ 513,443	\$ 514,101	\$ 192,964
<b>REVENUE</b>					
Property Taxes	343,490	-	-	-	-
Specific Ownership Taxes	26,156	-	-	-	-
Interest Income	3,723	171	2,500	200	250
Miscellaneous	-	2,933	-	2,933	-
<b>Total Revenue</b>	<b>373,369</b>	<b>3,104</b>	<b>2,500</b>	<b>3,133</b>	<b>250</b>
<b>Total Funds Available</b>	<b>832,421</b>	<b>517,205</b>	<b>515,943</b>	<b>517,234</b>	<b>193,214</b>
<b>EXPENDITURES</b>					
Accounting	7,672	3,808	10,000	10,000	12,000
Management	8,832	5,048	8,000	12,000	10,000
Audit	4,336	3,400	4,500	3,400	-
Election	572	-	-	-	4,000
Insurance/SDA Dues	3,452	3,612	4,000	3,612	4,000
Legal	13,292	12,667	15,000	26,000	18,000
Miscellaneous	7,074	2,075	1,500	3,000	3,000
Treasurer's Fees	5,152	-	-	-	-
Contingency	-	-	50,000	-	50,000
<b>Total Expenditures</b>	<b>50,382</b>	<b>30,609</b>	<b>93,000</b>	<b>58,012</b>	<b>101,000</b>
<b>Transfers and Other Uses</b>					
Transfer to Capital Projects	-	-	400,000	-	-
Transfer to Debt Service	267,939	-	-	266,258	-
Emergency Reserve	-	-	75	-	8
<b>Total Expenditures Requiring Appropriation</b>	<b>318,321</b>	<b>30,609</b>	<b>493,075</b>	<b>324,270</b>	<b>101,008</b>
<b>ENDING FUND BALANCE</b>	<b>\$ 514,101</b>	<b>\$ 486,596</b>	<b>\$ 22,868</b>	<b>\$ 192,964</b>	<b>\$ 92,207</b>

**CHURCH RANCH METROPOLITAN DISTRICT**

**DEBT SERVICE FUND**

**2022 Preliminary Budget**

with 2020 Actual, 2021 Adopted Budget, and 2021 Estimated

	<b>2020 Actual</b>	<b>01/21-06/21 YTD Actual</b>	<b>2021 Adopted Budget</b>	<b>2021 Estimated</b>	<b>2022 Preliminary Budget</b>
<b>BEGINNING FUND BALANCE</b>	\$ 1,227	\$ 2,932	\$ -	\$ 2,932	\$ -
<b>REVENUE</b>					
Property Taxes	433,005	-	-	-	-
Specific Ownership Taxes	32,973	-	-	-	-
Interest Income	434	1	-	1	-
Transfer from General Fund	267,938	-	-	-	-
Bond Proceeds	-	-	-	-	-
<b>Total Revenue</b>	<b>734,350</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>-</b>
<b>Total Funds Available</b>	<b>735,577</b>	<b>2,933</b>	<b>-</b>	<b>2,933</b>	<b>-</b>
<b>EXPENDITURES</b>					
Bond Principal	705,000	-	-	-	-
Bond Interest	21,150	-	-	-	-
Paying Agent Fees	-	-	-	-	-
Treasurer's Fees	6,495	-	-	-	-
Miscellaneous Expense	-	-	-	2,933	-
<b>Total Expenditures</b>	<b>732,645</b>	<b>-</b>	<b>-</b>	<b>2,933</b>	<b>-</b>
<b>Transfers and Other Uses</b>					
Bond Issuance Costs	-	-	-	-	-
<b>Total Expenditures Requiring Appropriation</b>	<b>732,645</b>	<b>-</b>	<b>-</b>	<b>2,933</b>	<b>-</b>
<b>ENDING FUND BALANCE</b>	\$ 2,932	\$ 2,933	\$ -	\$ -	\$ -

**CHURCH RANCH METROPOLITAN DISTRICT**

**CAPITAL PROJECTS FUND**

**2022 Preliminary Budget**

with 2020 Actual, 2021 Adopted Budget, and 2021 Estimated

	<b>2020 Actual</b>	<b>01/21-06/21 YTD Actual</b>	<b>2021 Adopted Budget</b>	<b>2021 Estimated</b>	<b>2022 Preliminary Budget</b>
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>REVENUE</b>					
Interest Income	-	-	-	-	-
Transfer from General Fund	-	-	400,000	-	-
<b>Total Revenue</b>	-	-	400,000	-	-
<b>Total Funds Available</b>	-	-	400,000	-	-
<b>EXPENDITURES</b>					
Monumentation (Signage)	-	-	-	-	-
Project Management Fees	-	-	-	-	-
Engineering	-	-	-	-	-
Streets, Sidewalks Landscaping	-	-	-	-	-
Pavilion	-	-	-	-	-
Public Improvements	-	-	400,000	-	-
<b>Total Expenditures</b>	-	-	400,000	-	-
<b>Total Expenditures Requiring Appropriation</b>	-	-	400,000	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -	\$ -	\$ -

RESOLUTION NO. 2021 - 12 - \_\_  
A RESOLUTION OF THE BOARD OF DIRECTORS  
OF THE CHURCH RANCH METROPOLITAN DISTRICT  
TO ADOPT THE 2022 BUDGET AND APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of the Church Ranch Metropolitan District (“District”) has appointed the District Accountant to prepare and submit a proposed 2022 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before October 15, 2021, for its consideration; and

WHEREAS, upon due and proper notice, published or posted in accordance with the law, said proposed budget was open for inspection by the public at a designated place, a public hearing was held on December 9, 2021, and interested electors were given the opportunity to file or register any objections to said proposed budget; and

WHEREAS, the budget has been prepared to comply with all terms, limitations and exemptions, including, but not limited to, reserve transfers and expenditure exemptions, under Article X, Section 20 of the Colorado Constitution ("TABOR") and other laws or obligations which are applicable to or binding upon the District; and

WHEREAS, whatever increases may have been made in the expenditures, like increases were added to the revenues so that the budget remains in balance, as required by law.

WHEREAS, the Board of Directors of the District has made provisions therein for revenues in an amount equal to or greater than the total proposed expenditures as set forth in said budget; and

WHEREAS, it is not only required by law, but also necessary to appropriate the revenues provided in the budget to and for the purposes described below, as more fully set forth in the budget, including any interfund transfers listed therein, so as not to impair the operations of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Church Ranch Metropolitan District:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Church Ranch Metropolitan District for the 2022 fiscal year.
2. That the budget, as hereby approved and adopted, shall be certified by the Secretary of the District to all appropriate agencies and is made a part of the public records of the District.

3. That the sums set forth as the total expenditures of each fund in the budget attached hereto as **EXHIBIT A** and incorporated herein by reference are hereby appropriated from the revenues of each fund, within each fund, for the purposes stated.

ADOPTED this 9th day of December, 2021.

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Secretary

(SEAL)

EXHIBIT A  
(Budget)



I, David Solin, hereby certify that I am the duly appointed Secretary of the Church Ranch Metropolitan District, and that the foregoing is a true and correct copy of the budget for the budget year 2022, duly adopted at a meeting of the Board of Directors of the Church Ranch Metropolitan District held on December 9, 2021.

By: \_\_\_\_\_  
Secretary

**RESOLUTION NO. 2021-12-\_\_\_\_**

**A RESOLUTION OF THE BOARD OF DIRECTORS OF  
CHURCH RANCH METROPOLITAN DISTRICT  
CALLING A REGULAR ELECTION FOR DIRECTORS  
ON MAY 3, 2022**

A. The terms of the offices of Directors Charles C. McKay and David L. Johnson shall expire upon the election of their successors at the regular election, to be held on May 3, 2022 (“**Election**”), and upon such successors taking office.

B. Two (2) vacancies currently exist on the Board of Directors of the District.

C. In accordance with the provisions of the Special District Act (“**Act**”) and the Uniform Election Code (“**Code**”), the Election must be conducted to elect one (1) Director to serve until the next regular election, to occur May 2, 2023, and three (3) Directors to serve until the second regular election, to occur May 6, 2025.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Church Ranch Metropolitan District (the “**District**”) of the City of Westminster, Jefferson County, Colorado:

1. Date and Time of Election. The Election shall be held on May 3, 2022, between the hours of 7:00 A.M. and 7:00 P.M. pursuant to and in accordance with the Act, Code, and other applicable laws. At that time, one (1) Director shall be elected to serve until the next regular election, to occur May 2, 2023, and three (3) Directors shall be elected to serve until the second regular election, to occur May 6, 2025.

2. Precinct. The District shall consist of one (1) election precinct for the convenience of the eligible electors of the District.

3. Conduct of Election. The Election shall be conducted as an independent mail ballot election in accordance with all relevant provisions of the Code. The Designated Election Official shall have on file, no later than fifty-five (55) days prior to the Election, a plan for conducting the independent mail ballot Election.

4. Designated Election Official. David Solin shall be the Designated Election Official and is hereby authorized and directed to proceed with any action necessary or appropriate to effectuate the provisions of this Resolution and of the Act, Code or other applicable laws. The Election shall be conducted in accordance with the Act, Code and other applicable laws. Among other matters, the Designated Election Official shall appoint election judges as necessary, arrange for the required notices of election (either by mail or publication) and printing of ballots, and direct that all other appropriate actions be accomplished.

5. Call for Nominations. The Designated Election Official shall provide Call for Nominations as required under Section 1-13.5-501, C.R.S., as applicable.

6. Absentee Ballot Applications. NOTICE IS FURTHER GIVEN, pursuant to Section 1-13.5-1002, C.R.S., that applications for and return of absentee ballots may be filed with the Designated Election Official of the District, at 141 Union Blvd., Suite 150, Lakewood, Colorado 80228 between the hours of 8:00 a.m. and 5:00 p.m., until the close of business on the Tuesday immediately preceding the Election (April 26, 2022).

7. Self-Nomination and Acceptance Forms. Self-Nomination and Acceptance Forms are available and can be obtained from the Designated Election Official for the District at 141 Union Blvd., Suite 150, Lakewood, Colorado 80228, 303-987-0835.

8. Cancellation of Election. If the only matter before the electors is the election of Directors of the District and if, at 5:00 P.M. on March 1, 2022, the sixty-third day prior to the regular election, there are not more candidates than offices to be filled at the Election, including candidates timely filing affidavits of intent, the Designated Election Official shall cancel the Election and declare the candidates elected. Notice of such cancellation shall be published and posted in accordance with law.

9. Severability. If any part or provision of this Resolution is adjudged to be unenforceable or invalid, such judgment shall not affect, impair or invalidate the remaining provisions of this Resolution, it being the Board of Director's intention that the various provisions hereof are severable.

10. Repealer. All acts, orders and resolutions, or parts thereof, of the Board of Directors which are inconsistent or in conflict with this Resolution are hereby repealed to the extent only of such inconsistency or conflict.

11. Effective Date. The provisions of this Resolution shall take effect as of the date adopted and approved by the Board of Directors of the District.

**[SIGNATURE PAGE FOLLOWS]**

**[SIGNATURE PAGE TO RESOLUTION  
CALLING A REGULAR ELECTION FOR DIRECTORS  
ON MAY 3, 2022]**

RESOLUTION APPROVED AND ADOPTED on December 9, 2021.

**CHURCH METROPOLITAN DISTRICT**

By: \_\_\_\_\_  
President

Attest:

\_\_\_\_\_  
Secretary