

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE COLORADO INTERNATIONAL CENTER METROPOLITAN DISTRICT NO. 8 HELD JULY 13, 2020

A Special Meeting of the Board of Directors (referred to hereafter as the "Board") of the Colorado International Center Metropolitan District No. 8 (referred to hereafter as the "District") was convened on Monday, the 13th day of July, 2020, at 10:30 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 and properly noticed to be held via telephone conference. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Andrew Klein
Kevin Smith
Otis Moore, III

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the absence of Director Theodore Laudick was excused.

Also In Attendance Were:

Ann E. Finn; Special District Management Services, Inc.

Megan Becher, Esq. and Craig Sorensen; McGeady Becher P.C.

Debra Sedgeley; CliftonLarsonAllen LLP

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: The Board noted it was in receipt of disclosures of potential conflicts of interest statements for each of the Directors and that the statements had been filed with the Secretary of State at least seventy-two hours in advance of the meeting. Attorney Becher requested that the Directors review the Agenda for the meeting and advise the Board of any new conflicts of interest which had not been previously disclosed. No further disclosures were made by Directors present at the meeting.

ADMINISTRATIVE MATTERS

Resolution No. 2020-07-01; Resolution of Intent to Return to Active Status: Attorney Becher discussed with the Board Resolution No. 2020-07-01; Resolution of

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Intent to Return to Active Status and the authorization of District consultants to take any necessary actions in connection therewith.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-07-01; Resolution of Intent to Return to Active Status and authorized District consultants to take any necessary actions in connection therewith.

Agenda: Ms. Finn 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 Smith, seconded by Director Moore and, upon vote, unanimously carried, the Agenda was approved, as amended.

Meeting Location / 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 without any individuals (neither District Representatives nor the General Public) attending in person. Ms. Finn reported that notice was duly posted and that no 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 have been received.

May 5, 2020 Cancelled Election: Ms. Finn noted for the Board that the May 5, 2020 Directors' Election was cancelled, as allowed under Colorado law, by the Designated Election Official because there were no more candidates than positions available on the Board of Directors. Directors Klein and Smith were each deemed elected to 3-year terms ending in May 2023.

Appointment of Officers: Upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the following slate of officers was appointed:

President	Andrew Klein
Treasurer	Kevin Smith
Secretary	Ann E. Finn
Assistant Secretary	Otis Moore, III
Assistant Secretary	Theodore Laudick

Consent Agenda: The Board considered the following actions:

- Ratify approval of Minutes from the October 28, 2015 Special Meeting.

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- Ratify appointment of District Accountant to prepare the 2020 Budget.
- Discuss §32-1-809, C.R.S., and authorize reporting requirements and mode of eligible elector notification.
- Ratify approval of Resolutions Calling May 2016, May 2018 and May 2020 Regular Elections.
- Consider adoption of Resolution No. 2020-07-02; Regarding Colorado Open Record Act Requests.
- Consider adoption of Resolution No. 2020-07-03; Regarding the Retention and Disposal of Public Records and Adopting a Public Records Retention Schedule.
- Ratify approval of preparation, execution and filing of 2015 Application for Exemption from Audit.
- Approval of update to the McGeady Becher P.C. Document Retention Policy.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board approved and/or ratified approval of the Consent Agenda items.

Resolution No. 2020-07-04; Resolution Establishing Regular Meeting Dates, Time and Location, Establishing District Website, and Designating Locations for Posting of 24-Hour Notices: Ms. Finn discussed with the Board Resolution No. 2020-07-04; Resolution Establishing Regular Meeting Dates, Time and Location, Establishing District Website, and Designating Location for Posting of 24-Hour Notices.

The Board determined to meet at 10:30 a.m. on October 26, 2020 at the Westside Investment Partners, Inc., 4100 East Mississippi Avenue. Suite 500, Denver, Colorado 80246.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-07-04; Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices.

Eligible Governmental Entity (“EGE”) Agreement Between the District and the Statewide Internet Portal Authority of the State of Colorado (“SIPA”): The Board reviewed an EGE Agreement between the District and SIPA for creation of a website for the District.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board approved the EGE Agreement between the District and SIPA.

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Resolution to obtain insurance coverage through the Colorado Special Districts Property and Liability Pool and join the Special District Association: Ms. Finn reviewed the statutory requirements for insurance coverage with the Board. The Board determined to obtain public officials' liability, general liability, comprehensive crime and workers' compensation insurance coverage through the Colorado Special Districts Property and Liability Pool and to join the Special District Association ("SDA").

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board adopted the Resolution to join the Special District Association and to obtain insurance coverage through the Pool to provide public officials' liability, general liability, comprehensive crime and workers' compensation insurance coverage. A copy of the Resolution is attached hereto and incorporated herein by this reference.

Agency Services Agreement with T. Charles Wilson Insurance Service:

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board approved the Agency Services Agreement between the District and T. Charles Wilson Insurance Service.

**PUBLIC
COMMENT**

There was no public comment.

**FINANCIAL
MATTERS**

Preparation of 2020 Budget: The Board discussed the preparation of the 2020 Budget.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board ratified the appointment of the District Accountant to prepare the 2020 Budget.

2020 Budget Hearing: The President opened the public hearing to consider a proposed 2020 Budget and discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2020 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to or at this public hearing. No public comments were received, and the President closed the public hearing.

Ms. Sedgeley reviewed the proposed 2020 estimated revenues and expenditures.

Following discussion, the Board considered the adoption of a Resolution to Adopt the 2020 Budget and Appropriate Sums of Money. Upon motion duly made by Director

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Smith, seconded by Director Moore and, upon vote, unanimously carried, Resolution No. 2020-07-06 to Adopt the 2020 Budget and Appropriate Sums of Money was adopted, as discussed, and execution of the Certification of Budget was authorized. Ms. Finn was authorized to transmit the Certification of Budget to the Division of Local Government. A copy of the adopted Resolution is attached to these Minutes and incorporated herein by this reference.

Preparation of 2021 Budget: The Board discussed the preparation of the 2021 Budget.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board appointed the District Accountant to prepare the 2021 Budget. The Board determined to hold the public hearing to consider adoption of the 2021 Budget on October 26, 2020, at 10:30 a.m., at Westside Investment Partners, Inc., 4100 East Mississippi Avenue, Suite 500, Denver, Colorado 80246 or such other location as may be determined by the Board.

2020 Application for Exemption from Audit / 2020 Audit: The Board discussed the requirements for an audit.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and file an Application for Exemption from Audit for 2020 with the State Auditor by the statutory deadline, or authorized staff to obtain proposals for preparation of a 2020 Audit, as appropriate.

LEGAL MATTERS

Notice of Resignation from the Aurora Regional Transportation Authority (“ARTA”): Attorney Becher reviewed with the Board the Notice of Resignation from the Aurora Regional Transportation Authority (“ARTA”).

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board ratified approval of the Notice of Resignation from ARTA and the transmittal of same to ARTA.

Amended and Restated 64th Ave. ARI Authority Establishment Agreement between and among Colorado International Center Metropolitan District Nos. 6, 7, 8, 9, 10 and 11, HM Metropolitan District No. 2, Velocity Metropolitan District Nos. 4, 5 and 6, and the City of Aurora: Attorney Becher reviewed with the Board the Amended and Restated 64th Ave. ARI Authority Establishment Agreement between and among Colorado International Center Metropolitan District Nos. 6, 7, 8, 9, 10 and 11, HM Metropolitan District No. 2, Velocity Metropolitan District Nos. 4, 5 and 6, and the City of Aurora.

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Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board approved the Amended and Restated 64th Ave. ARI Authority Establishment Agreement between and among Colorado International Center Metropolitan District Nos. 6, 7, 8, 9, 10 and 11, HM Metropolitan District No. 2, Velocity Metropolitan District Nos. 4, 5 and 6, and the City of Aurora, contingent upon final review and upon the Notice of Resignation being transmitted to ARTA.

Appointment of a CIC District Director to the Board of Directors of the 64th Avenue ARI Authority: Attorney Becher discussed with the Board the need to appoint a CIC District Director to the Board of Directors of the 64th Avenue ARI Authority.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board appointed Director Smith to the Board of Directors of the 64th Avenue ARI Authority.

Status of Issuance by the 64th Ave. ARI Authority of its Series 2020 Bonds: Attorney Becher reported to the Board that the issuance by the 64th Ave. ARI Authority of its Series 2020 Bonds is in process.

First Amendment to Modified Service Plan: Attorney Becher discussed with the Board the First Amendment to Modified Service Plan.

Following discussion, upon motion duly made by Director Smith, seconded by Director Moore and, upon vote, unanimously carried, the Board authorized the submittal of the First Amendment to Modified Service Plan to the City of Aurora and any necessary actions required in connection therewith.

Series 2020 Bond Issuance: Attorney Becher informed the Board that Colorado International Center Metropolitan District No. 8 will be issuing bonds, with a pledge of revenue from Colorado International Center Metropolitan District No. 9.

Modification of District Boundaries: Attorney Becher discussed with the Board matters related to modification of District boundaries in conjunction with the issuance of the Series 2020 Bonds of the 64th Ave. ARI Authority.

October 25, 2019 Termination of Facilities Funding, Construction and Operations Agreement provided by Colorado International Center Metropolitan District No. 3: Attorney Becher presented the Notice of Termination of Facilities Funding, Construction and Operations Agreement provided by Colorado International Center Metropolitan District No. 3, effective October 25, 2019. Following discussion, the Board acknowledged the Notice of Termination of Facilities Funding, Construction and Operations Agreement provided by Colorado International Center Metropolitan District No. 3, effective October 25, 2019.

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OTHER BUSINESS There was no other business for discussion.

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

Respectfully submitted,

By: *Ann Finn*
Secretary for the Meeting

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McGeady Becher P.C. Document Retention Policy

Types of Documents

In representing you we will or may take possession of, create, and/or keep various types of documents. These consist of documents you provide to us, documents which constitute the District's official public record, and internal documents we create to assist us in providing services to you.

Documents You Provide to Us

It is our policy to copy and return original documents you provide to us as soon as practicable. Exceptions to this policy are original documents which should be kept as part of the District's official public record, instances where we must have an original document to represent you, or cases where we have affirmatively agreed retain a document for safekeeping.

The District's Record

As a part our engagement, we will maintain the District's official public Record (the "**Record**"). The Record is a highly useful and detailed compilation of documents reflecting the official actions of the District and serves multiple functions. First, it collects those documents which the public is entitled to inspect and copy under various state and federal public records and freedom of information statutes. Second, it organizes the records of the District – such as its contracts, land and title records, and easements - in a manner which is useful in conducting the ongoing business of the District. Third, the Record helps expedite the District's annual audit process. Fourth, in the event you should change legal counsel or employ in-house counsel, the Record will enable that counsel to understand the status and assume representation of the District with maximum efficiency.

The Record includes the District's organizational documents, fully executed agreements which are still in effect, rules, regulations, resolutions adopted by the District, official minutes books, meeting notices, agendas, insurance policies, District maps, election records, bond documents, audit documents, and many more. A comprehensive list of documents comprising the Record is available from us at any time upon request.

Creating and maintaining the Record is an important and complex task, and you agree to pay our actual costs and hourly fees associated with doing this.

Supplemental Documents

All other documents created in course of representing you are referred to as Supplemental Documents. These include our notes, drafts, memoranda, worksheets, electronic communications, and other electronic documents stored in various media or file servers.

Documents We Retain

Except as provided in this Document Retention Policy or an amendment thereto, we will keep the Record and any original documents accepted by us for safekeeping so long as we represent you.

Delivery of the Record

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Once a matter is concluded or our representation terminated, we deliver the original, printed Record, together with any original documents we have accepted for safekeeping, to you or the District's designee, provided our fees and costs have been paid in full. If you do not designate someone to receive these records, we will deliver them to a then-current officer or director of the District. If we are unable to deliver these documents because of your failure to designate a recipient, we may retain, destroy, or otherwise dispose of them in a manner which assures their continued confidentiality within thirty (30) days following the conclusion of a matter or the termination of our representation.

We will also confidentially destroy the Record of any District in our possession if a final order of dissolution of the District is entered.

All other documents, including all Supplemental Documents, are routinely, periodically, confidentially, and permanently purged by us once they are no longer useful to us in providing services to you.

TITLE	CICMD 4-11 - Approved Minutes
FILE NAME	CICMD4 Minutes, 7-13-20.pdf and 21 others
DOCUMENT ID	c5a71d2e9655568a6fbade9baad1c877278bc0a2
AUDIT TRAIL DATE FORMAT	MM / DD / YYYY
STATUS	● Completed

Document History



SENT

05 / 13 / 2021

18:00:13 UTC

Sent for signature to Ann Finn (afinn@sdmsi.com) from apadilla@sdmsi.com
IP: 50.78.200.153



VIEWED

05 / 13 / 2021

18:48:18 UTC

Viewed by Ann Finn (afinn@sdmsi.com)
IP: 50.78.200.153



SIGNED

05 / 13 / 2021

18:49:43 UTC

Signed by Ann Finn (afinn@sdmsi.com)
IP: 50.78.200.153



COMPLETED

05 / 13 / 2021

18:49:43 UTC

The document has been completed.

RESOLUTION NO. 2020-07-01

**RESOLUTION OF THE BOARD OF DIRECTORS OF
COLORADO INTERNATIONAL CENTER METROPOLITAN DISTRICT NO. 8**

RESOLUTION OF INTENT TO RETURN TO ACTIVE STATUS

A. Colorado International Center Metropolitan District No. 8 (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado.

B. Pursuant to Section 32-1-104(3)(a), C.R.S. (the “**Inactive Status Law**”), the District has been in inactive status and has filed the requisite notices (the “**Notices**”).

C. The District has been in inactive status since the filing of the Notices.

D. In accordance with the Resolution adopted by the Board of Directors of the District (the “**Board**”) declaring the District inactive, the Authorized Officer has polled the Board and the majority of the Board has determined the District should return to active status.

E. The Board desires to declare the District’s return to active status in the manner required by the Inactive Status Law.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF COLORADO INTERNATIONAL CENTER METROPOLITAN DISTRICT NO. 8 OF THE CITY OF AURORA, ADAMS COUNTY, COLORADO:

1. The Board hereby declares the District’s return to active status and hereby authorizes and directs the Authorized Officer to file the notice of return to active status, in the form provided by the Division of Local Government (the “**Notice of Return to Active Status**”) evidencing the District’s determination to return to active status.

2. The Notice of Return to Active Status is hereby issued and shall be sent by certified mail, return receipt requested (except where electronic filing is required by the receiving entity), to be filed with the following entities:

(a) The Board of County Commissioners and/or the City Council of each county and/or city that approved its Service Plan; and

(b) The Treasurer, Assessor and Clerk and Recorder of the county or counties in which the District is located; and

(c) The District Court having jurisdiction over the formation of the District;
and

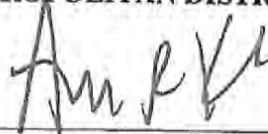
(d) The State Auditor; and

(e) The Division of Local Government (the “**Division**”).

3. The Board acknowledges that within ninety (90) days of delivery of the Notice of Return to Active Status, the District is required to be in compliance for the remainder of the fiscal year in which the District returns to active status with all legal requirements for which the District was exempt while on inactive status.

RESOLUTION APPROVED AND ADOPTED on July 13, 2020.

**COLORADO INTERNATIONAL CENTER
METROPOLITAN DISTRICT NO. 8**



Authorized Officer

Attest:



Secretary

RESOLUTION NO. 2020-07-02

**A RESOLUTION OF THE BOARD OF DIRECTORS OF COLORADO
INTERNATIONAL CENTER METROPOLITAN DISTRICT NO. 8 REGARDING
COLORADO OPEN RECORDS ACT REQUESTS**

A. Colorado International Center Metropolitan District No. 8 (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado and operates pursuant to its Service Plan approved by the City Council of the City of Aurora Colorado, on August 30, 2004, as it may be amended and modified from time to time (the “**Service Plan**”).

B. The District maintains certain records of the District that are available for inspection by the public under and in accordance with the laws of the State of Colorado.

C. The District anticipates that individuals may, from time to time, request the right to inspect and/or copy public records of the District.

D. The District is authorized under Section 24-72-203, C.R.S., to adopt rules with respect to the inspection and copying of public records of the District.

E. The District desires to set forth in this Resolution the rules with regard to the inspection and copying of all public records of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of Colorado International Center Metropolitan District No. 8, City of Aurora, Adams County, Colorado:

1. Special District Management Services, Inc., the Manager for the District, is hereby designated as the “**Official Custodian**” of the public records of the District, as such term is defined in Section 24-72-202(2), C.R.S. Contact information for the Official Custodian is: Ann Finn, Special District Management Services, Inc., 141 Union Boulevard, Suite 150, Lakewood, CO 80228; Phone: 303-987-0835; Fax: 303-987-2032; and E-mail: afinn@sdmsi.com.

2. Upon request for records transmission by a person seeking a copy of any public record, the Official Custodian shall transmit a copy of the record by United States mail, other delivery service, facsimile, or electronic mail.

3. Within the period specified in Section 24-72-203(3)(a), C.R.S., as amended from time to time, the Official Custodian shall notify the record requester that a copy of the record is available, but will only be sent to the requester once the custodian either receives payment or makes arrangements for receiving payment for all costs associated with records transmission and for all other fees lawfully allowed, unless recovery of all or any portion of such costs or fees has been waived by the custodian. Upon either receiving such payment or making arrangements to receive such payment at a later date, the Official Custodian shall provide the record(s) to the requester as soon as practicable, but no more than three (3) business days after receipt of, or making arrangements to receive, such payment.

4. If the record(s) requested are provided to the record requestor by United States Mail, other delivery service, or by facsimile, the Official Custodian is hereby authorized to charge:

(a) An amount of twenty-five cents (\$0.25) per standard page, or such other maximum charge as is permitted by law from time to time, for each page of public records copied, to defray the actual cost of providing a copy, printout, or photograph of a public record; and

(b) The actual cost of providing a copy, printout, and/or photograph of a public record in a format other than a standard page.

5. No transmission fees may be charged to the record requester for transmitting public records via electronic mail.

6. After the first hour of time expended in connection with the research and retrieval of public records, the Official Custodian is authorized to charge a fee, the maximum of which shall not exceed the fee set forth in Section 24-72-205(6), C.R.S., as amended from time to time, for the costs incurred to review public records requests, prepare documents for inspection, consultation with legal counsel or other consultants regarding such requests, to supervise and coordinate preparation, review and copying of public records, and for actual costs incurred by the Official Custodian, the District, District management, or outside consultants and legal counsel in responding to and complying with public record requests.

7. All requests for copies or inspection of public records of the District shall be submitted to the Official Custodian in writing. Such requests shall be delivered by the Official Custodian to the District's legal counsel for review and legal advice regarding the lawful availability of records requested and related matters. The District may, from time to time, designate specific records for which written requests are not required and with respect to which review by legal counsel is not required; i.e., service plans, rules and regulations, minutes, etc. Such designations shall occur in the minutes of the meetings of the District.

8. All public records of the District copied and provided to interested persons shall be copied in duplicate by the Official Custodian. The Official Custodian shall retain the original record in the appropriate file, and shall retain the duplicate copies in a separate filing bearing the name of the person to whom copies were provided and the date of such person's request. Copies of duplicate copies of public records of the District shall not be charged to the person requesting the public records, but shall be maintained for record purposes by the Official Custodian.

9. All inspections of public records shall take place during regular business hours at the office of the Official Custodian. Public records requests may not preempt or take priority over previously scheduled official District-related business activities.

10. No person shall be entitled to remove public records of the District from the Official Custodian's office for inspection, copying, or any other purpose or reason. Public records of the District shall be:

- (a) Subject to inspection in the presence of the Official Custodian or the Official Custodian's designee;
- (b) Appropriately marked by the person making the request;
- (c) Copied after receipt of all required charges therefore; and
- (d) Delivered to the person requesting such records at the office of the Official Custodian within the statutory timeframe and after all charges have been paid.

Copies of public records of the District not picked up at the time set aside by the Official Custodian may be destroyed. In the event a person renews the request for the same public records of the District after failing to pick up previously requested copies, they will be charged for the costs of both records requests.

1. Only the Official Custodian (or designee of the Official Custodian) may copy public records of the District.
2. On behalf of the District, the Official Custodian reserves the right to seek a declaratory judgment, pursuant to Section 13-51-101, *et seq.* C.R.S., to determine if a large public records request may be exempted from the statutorily required response time.
3. The Official Custodian may establish such other reasonable regulations as are not inconsistent with this Resolution or with applicable Colorado law, as established and amended from time to time.


RESOLUTION ADOPTED AND APPROVED on July 13, 2020.

COLORADO INTERNATIONAL CENTER
METROPOLITAN DISTRICT NO. 8

By: 

President

Attest:



Secretary

RESOLUTION NO. 2020-07-03

**A RESOLUTION OF THE BOARD OF DIRECTORS OF THE
COLORADO INTERNATIONAL CENTER METROPOLITAN DISTRICT NO. 8
REGARDING THE RETENTION AND DISPOSAL OF PUBLIC RECORDS AND
ADOPTING A PUBLIC RECORDS RETENTION SCHEDULE**

A. Colorado International Center Metropolitan District No. 8 (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado.

B. The District recognizes a need for a comprehensive records retention policy and schedule for the District’s non-permanent records and the retention of those records that have long-term administrative, fiscal and historical value including, but not limited to those described in Section 24-80-101, C.R.S., as may be amended from time to time (“**Records**”).

C. Under the authority granted by Part 1, Article 80, Title 24, C.R.S, the Colorado State Archives, Division of the Department of Personnel, has created a records retention schedule for Colorado special districts, as may be amended from time to time, for use by special districts, which sets forth a timeline for retaining the Records (“**Retention Schedule**”).

D. The District desires to set forth in this Resolution the policy with regard to the retention of the Records of the District.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Colorado International Center Metropolitan District No. 8, City of Aurora, Adams County, Colorado:

1. The District hereby adopts the Retention Schedule, as the District’s minimum standard for the retention of the Records.

2. The Official Custodian as defined and designated by the District’s Resolution Regarding Colorado Open Records Act Requests, as such resolution may be amended from time to time, shall also maintain a copy of the Retention Schedule on file for review and distribution, as necessary.

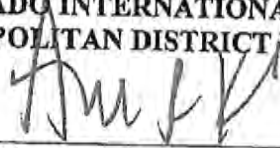
3. The Official Custodian is hereby authorized to retain the Records in accordance with the Retention Schedule.

4. No Records may be destroyed pursuant to the Retention Schedule, so long as such Records pertain to any pending legal case, claim, action or audit involving the District or if the District’s general counsel determines such Records should be retained for other purposes. Further, if the Official Custodian is unsure whether any Records should be destroyed, the Official Custodian may contact the District’s general counsel for advice, prior to destruction of said Records.

5. Records of the District shall be destroyed using secure methods of destruction.

RESOLUTION ADOPTED AND APPROVED on July 13, 2020.

**COLORADO INTERNATIONAL CENTER
METROPOLITAN DISTRICT NO. 8**

By: 
President

Attest: 
Secretary

RESOLUTION NO. _____

WHEREAS, the Board of Directors of Colorado International Center MD No. 8 (hereafter referred to as "the District") has authority under Article XIV, Section 18(2)(a) of the Colorado Constitution, and Sections 24-10-115.5, 29-13-102, and 29-1-201, et seq., Colorado Revised Statutes, as amended, to participate in a self-insurance pool for property and liability and/or workers' compensation coverages:

WHEREAS, the Board of Directors has reviewed a contract to cooperate with other Colorado Special Districts by participating in a self-insurance pool for property and liability coverages entitled "Intergovernmental Agreement for the Colorado Special Districts Property and Liability Pool", a copy of which is attached hereto as Exhibit A and incorporated into this Resolution: and,

WHEREAS, the Board of Directors finds that participation in such a pool would be in the best interest of the District, its employees, and its taxpayers:

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District hereby:

1. Approves the contract entitled Intergovernmental Agreement for the Colorado Special Districts Property and Liability Pool, a copy of which is attached hereto as Exhibit A and incorporated into this Resolution by this reference.
2. Authorizes and directs the Chairman of the Board of Directors and President of the District to execute Exhibit A on behalf of the District.
3. Directs the Secretary of the Board of Directors to transmit to the Colorado Special Districts Property and Liability Pool (hereafter referred to as "Pool"), McGriff, Seibels & Williams, PO Box 1539, Portland, OR 97207-1539, an executed and attested copy of this Resolution and one original of Exhibit A.
4. Designates Ann Finn as District's initial Representative to the Pool and designates Harlan J Steggs as the District's Alternative Representative.

5. Representative Mailing Address:

141 Union Boulevard, Suite 150, Lakewood, CO 80228

Alternate Representative Mailing Address:

Same


6. Understands that, with the adoption of this Resolution, the District becomes a member of the Pool, with coverage to be provided by or through the Pool on such date as determined by the District and Pool. The District hereby requests, unless other dates are later designated by the District, that coverage should begin on the following dates for the following type of coverage:

<u>Date</u>	<u>Coverage</u>
<u>X</u>	Workers' Compensation
	Property
<u>X</u>	General Liability
	Automobile
<u>X</u>	Public Officials Liability
	Inland Marine
	Equipment Breakdown / Boiler & Machinery
<u>X</u>	Comprehensive Crime

Director Smith moved the adoption of the above Resolution.

Director Klein seconded the adoption of the above Resolution.

This Resolution was adopted by a majority vote of the Board of Directors of the District on the 13th day of July, 20 20



 Chairman of the Board and
 President of the District

ATTEST: ATT

 Secretary of the Board

RESOLUTION NO. 2020 - 07 - 06

A RESOLUTION OF THE BOARD OF DIRECTORS
OF THE COLORADO INTERNATIONAL CENTER METROPOLITAN DISTRICT NO. 8
TO ADOPT THE 2020 BUDGET AND APPROPRIATE SUMS OF MONEY

WHEREAS, the Board of Directors of the Colorado International Center Metropolitan District No. 8 ("District") has appointed the District Accountant to prepare and submit a proposed 2020 budget to the Board at the proper time; and

WHEREAS, the District Accountant has submitted a proposed budget to this Board on or before July 13, 2020, 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 July 13, 2020, 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 inter-fund 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 Colorado International Center Metropolitan District No. 8:

1. That the budget as submitted, amended, and summarized by fund, hereby is approved and adopted as the budget of the Colorado International Center Metropolitan District No. 8 for the 2020 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 13th day of July, 2020.



Secretary

EXHIBIT A
(Budget)



CliftonLarsonAllen LLP
CLAAconnect.com

CliftonLarsonAllen

Accountant's Compilation Report

Board of Directors
Colorado International Center Metropolitan District No. 8

Management is responsible for the accompanying budget of revenues, expenditures, and fund balances of Colorado International Center Metropolitan District No. 8 for the year ending December 31, 2020, including the estimate of comparative information for the year ending December 31, 2019, and the actual comparative information for the year ended December 31, 2018, in the format prescribed by Colorado Revised Statutes (C.R.S.) 29-1-105 and the related summary of significant assumptions in accordance with guidelines for the presentation of a budget established by the American Institute of Certified Public Accountants (AICPA). We have performed a compilation engagement in accordance with Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the budget nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the accompanying budget.

The budgeted results may not be achieved as there will usually be differences between the budgeted and actual results, because events and circumstances frequently do not occur as expected, and these differences may be material. We assume no responsibility to update this report for events and circumstances occurring after the date of this report.

We draw attention to the summary of significant assumptions which describe that the budget is presented in accordance with the requirements of C.R.S. 29-1-105, and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America.

We are not independent with respect to Colorado International Center Metropolitan District No. 8.

July 7, 2020

COLORADO INTERNATIONAL CENTER METROPOLIAN DISTRICT NO. 8
 GENERAL FUND
 2020 BUDGET
 WITH 2018 ACTUAL AND 2019 ESTIMATED
 For the Years Ended and Ending December 31,

7/7/20

	ACTUAL 2018	ESTIMATED 2019	BUDGET 2020
BEGINNING FUND BALANCE	\$ -	\$ -	\$ -
REVENUES			
Total revenues	-	-	-
Total funds available	-	-	-
EXPENDITURES			
Total expenditures	-	-	-
Total expenditures and transfers out requiring appropriation	-	-	-
ENDING FUND BALANCE	\$ -	\$ -	\$ -

This financial information should be read only in connection with the accompanying accountant's
 compilation report and summary of significant assumptions.

COLORADO INTERNATIONAL CENTER METROPOLITAN DISTRICT NO. 8
PROPERTY TAX SUMMARY INFORMATION
2020 BUDGET
WITH 2018 ACTUAL AND 2019 ESTIMATED
For the Years Ended and Ending December 31,

7/7/20

ACTUAL 2018	ESTIMATED 2019	BUDGET 2020
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ASSESSSED VALUATION

Agricultural	40	40	40
Certified Assessed Value	\$ 40	\$ 40	\$ 40

MILL LEVY

PROPERTY TAXES

Budgeted property taxes	\$ -	\$ -	\$ -
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BUDGETED PROPERTY TAXES

	\$ -	\$ -	\$ -
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This financial information should be read only in connection with the accompanying accountant's compilation report and summary of significant assumptions.

**COLORADO INTERNATIONAL CENTER METROPOLITAN DISTRICT NO. 8
2020 BUDGET
SUMMARY OF SIGNIFICANT ASSUMPTIONS**

Services Provided

Colorado International Center Metropolitan District No. 8 (the "District"), a quasi-municipal corporation, is governed pursuant to provisions of the Colorado Special District Act. The District's service area is located in Adams County, Colorado. Concurrently with the formation of the District, the City of Aurora (the "City") approved the formation of Aurora High Point at DIA Metropolitan District (the "Management District") and Colorado International Center Metropolitan District Nos. 3, 4, 5, 6, 7, 9, 10 and 11 (together with the District, the "Taxing Districts") (collectively, the "Aurora High Point Districts"). The District was established to provide public streets, traffic and safety, water, sewer, park and recreation, television relay and translation, and mosquito control facilities and improvements for the use and benefit of the inhabitants and taxpayers of the District.

On November 2, 2004, the District's voters authorized total general obligation indebtedness of \$4,820,000,000 for the above listed facilities and powers. On May 3, 2016, the District's voters authorized total general obligation indebtedness of an additional \$6,000,000,000 for the above listed facilities and powers, but the District's service plan limits the total debt issuance to \$400,000,000, with a maximum debt mill levy of 50.000 mills

The District prepares its budget on the modified accrual basis of accounting, in accordance with the requirements of Colorado Revised Statutes C.R.S. 29-1-105 using its best estimates as of the date of the budget hearing. These estimates are based on expected conditions and its expected course of actions. The assumptions disclosed herein are those that the District believes are significant to the budget. There will usually be differences between the budget and actual results, because events and circumstances frequently do not occur as expected, and those differences may be material.

Revenue and Expenditures

The District does not anticipate any financial activity in 2020.

Reserves

Emergency Reserve

TABOR required local governments to establish Emergency Reserves. These reserves must be at least 3% of fiscal year spending. Since the District has no budgeted revenues in the General Fund and the Management District pays for all the District's operations and maintenance costs, an Emergency Reserve is not reflected in the District's budget.

Debt and Leases


Developer Advances

The District's debt is comprised of developer advances, which are not general obligation debt. As of December 31, 2019, the District had \$34,629 in outstanding developer advances and accrued interest at 8% per annum. Repayment of advances and accrued interest is subject to annual appropriation if and when eligible funds become available.

The District has no general obligation debt, not any capital or operating leases.

This information is an integral part of the accompanying budget.

I, Ann E. Finn, hereby certify that I am the duly appointed Secretary of the Colorado International Center Metropolitan District No. 8, and that the foregoing is a true and correct copy of the budget for the budget year 2020, duly adopted at a meeting of the Board of Directors of the Colorado International Center Metropolitan District No. 8 held on July 13, 2020.

By:  _____
Secretary