

ELBERT & HIGHWAY 86 COMMERCIAL METROPOLITAN DISTRICT

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GREENWOOD VILLAGE, CO 80111
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NOTICE OF REGULAR MEETING AND AGENDA

DATE: Monday, November 28, 2022
TIME: 4:00 p.m.
LOCATION: Via Zoom

You can attend the meetings in any of the following ways:

1. To attend via Zoom Videoconference, obtain a link to the videoconference.

<https://us02web.zoom.us/j/84609453714?pwd=NEs0ZXFuMjdrVUpOWU81UFRMQ21vQT09&from=addon>

ACCESS:

2. To attend via telephone, dial 1-719-359-4580 and enter the following additional information:

Meeting ID: 846 0945 3714
Passcode: 798093

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Karl R. Nyquist	President	May, 2025
David Pretzler	Secretary/Treasurer	May, 2025
Mark Harding	Assistant Secretary	May, 2023
Todd Lambert	Assistant Secretary	May, 2023
Vacant	Assistant Secretary	May, 2025

I. ADMINISTRATIVE MATTERS

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm quorum, location of meeting and posting of meeting notices.

- D. Public comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- E. Discuss results of the May 3, 2022 Directors' Election.
- F. Discuss vacancy on the Board and consider the appointment of District eligible elector to the Board of Directors of the District. Administer Oath of Office.
- G. Consider appointment of officers.

President:

Secretary:

Treasurer:

Assistant Secretary:

Assistant Secretary:

- H. Review and consider approval of minutes from the March 21, 2022 regular Board meeting (enclosed).
- I. Consider adoption of the Resolution Regarding 2023 Annual Administrative Matters (enclosed).
 - 1. Confirm 2023 meeting dates – March 20th and November 20th at 1:00 p.m.
- J. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2023 (District Transparency Notice).
- K. Discuss and consider approval of 2023 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson Risk Management and authorize membership in the Special District Association (enclosed).

II. FINANCIAL MATTERS

- A. Review and consider acceptance of September 30, 2022 Financial Statements (enclosed).
- B. Review and consider ratifying approval of Claims (enclosed).
- C. Review and ratify Quarterly Continuing Disclosure Report for the period ending November 9, 2022 (enclosed).

- D. Conduct public hearing to consider amendment of the 2022 Budget. If necessary, consider adoption of Resolution to Amend the 2022 Budget (enclosed).
- E. Conduct public hearing on the proposed 2023 Budget and consider adoption of Resolution to Adopt the 2023 Budget and Appropriate Sums of Money (enclosed).
- F. Authorize District accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- G. Consider appointment of District accountant to prepare 2024 Budget.
- H. Consider approval of the engagement letter with Schilling & Company, Inc. to prepare the 2022 Audit (to be distributed).

III. LEGAL MATTERS

- A. Consider adoption of Resolution Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosed). Self-Nomination and Acceptance Forms are due by February 24, 2023. Discuss need for ballot issues and/or questions.
- B. Consider adoption of Resolution Waiving Workers' Compensation Insurance for 2023 (enclosed).
- C. Review and consider ratification of Resolution No. 2015-11-05 Regarding the Retention and Disposal of Public Records and Adopting a Public Records Retention Schedule (enclosed).
- D. Review and consider ratification of Resolution No. 2016-05-02 Concerning the Adoption of a Public Records Policy (enclosed).
- E. Other.

IV. MANAGER MATTERS

- A. Review and consider approval of CliftonLarsonAllen LLP Master Service Agreement and related statements of work (to be distributed).
- B. Other.

V. OTHER BUSINESS

VI. ADJOURNMENT

There are no more regular meetings scheduled in 2022.