

# COLUMBIA METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
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## NOTICE OF SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Rod Johnson	President	2025/May 2025
Scott Jones	Treasurer	2025/May 2025
<i>Vacant</i>		2025/May 2025
<i>Vacant</i>		2027/May 2025
<i>Vacant</i>		2027/May 2025

DATE: Wednesday, December 13, 2023

TIME: 6:30 P.M.

PLACE: Zoom Meeting

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

Meeting ID: 546 911 9353

Passcode: 912873

Dial In: 1-719-359-4580

One tap mobile:

+17193594580,,5469119353#,,, \*912873# US

### I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

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B. Approve Agenda, confirm location of the meeting and posting of meeting notices.

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C. Acknowledge the resignation of Phil Yates from the Board of Directors, effective August 28, 2023 and discuss vacancies on the Board.

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D. Review and approve Minutes of the July 6, 2023 Special Meetings (enclosure).

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E. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution No. 2023-11-01 Establishing Regular Meeting Dates, Time, Location, Establishing District Website and Designating Location for Posting 24-Hour Notices (enclosure).

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- F. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2024 (Transparency Notice).
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G. **Insurance Matters:**

1. Discuss Cyber Security and Increased Crime Coverage.

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2. Establish Insurance Committee to make final determinations regarding insurance, if necessary.

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3. Authorize renewal of the Districts' insurance and Special District Association ("SDA") membership for 2024.

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II. PUBLIC COMMENT

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

III. FINANCIAL MATTERS

- A. Ratify approval of payment of claims through the periods ending as follows (enclosures):

Fund	Period Ending Jun. 30, 2023	Period Ending Jul. 31, 2023	Period Ending Aug. 31, 2023
General	\$ 18,422.65	\$ 9,679.28	\$ 9,374.36
<b>Total Claims</b>	<b>\$ 18,422.65</b>	<b>\$ 9,679.28</b>	<b>\$ 9,374.36</b>

Fund	Period Ending Sep. 30, 2023	Period Ending Oct. 31, 2023	Period Ending Nov. 30, 2023
General	\$ 9,536.35	\$ 9,592.65	\$ 15,536.87
<b>Total Claims</b>	<b>\$ 9,536.35</b>	<b>\$ 9,592.65</b>	<b>\$ 15,536.87</b>

- B. Review and accept unaudited financial statements and balance sheet as of September 30, 2023 (enclosure).
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- C. Consider appointment of District Accountant to prepare the Application for Exemption from 2023 Audit.
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- D. Conduct Public Hearing to consider Amendment to 2023 Budget and consider adoption of Resolution to Amend the 2023 Budget and Appropriate Expenditures, if necessary.
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- E. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and Set Mill Levies for General Fund \_\_\_\_\_, Debt Service Fund \_\_\_\_\_, and Other Fund(s) \_\_\_\_\_ for a total mill levy of \_\_\_\_\_ (enclosures – Preliminary Assessed Valuation, draft 2024 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 2025 Budget and set date for public hearing.
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#### IV. MAINTENANCE MATTERS AND IMPROVEMENTS

- A. Landscape Maintenance Update.
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- B. Consider approval of 2024 Landscape Maintenance Change Order with Keesen Landscape Management, Inc. (enclosure).
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#### V. LEGAL MATTERS

- A. Discuss and consider adoption of Resolution No. 2023-12-\_\_\_\_, Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).
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#### VI. OTHER BUSINESS

- A. \_\_\_\_\_
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#### VII. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2023.**

Additional Enclosure:

- Notice of rate increase from Special District Management Services, Inc.