

CITYSET METROPOLITAN DISTRICT NO. 2

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
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<https://citysetmd2.colorado.gov>

NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
William G. Martinic	President	2027/May 2027
Zach Lane	Treasurer	2025/May 2025
Ashley Dimond	Assistant Secretary	2027/May 2027
Mark Lionberger	Assistant Secretary	2025/May 2025
Catherine Clark	Assistant Secretary	2025/May 2025
David Solin	Secretary	not an elected position

DATE: August 14, 2024 (Wednesday)

TIME: 2:00 P.M.

PLACE: **Zoom Meeting**

Join Zoom Meeting

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

Meeting ID: 546 911 9353

Passcode: 912873

1-719-359-4580

I. ADMINISTRATIVE MATTERS

- A. Present Disclosures of potential conflicts of interest.

- B. Confirm Quorum, approve Agenda, confirm location of meeting, posting of meeting notice and designate 24-hour posting location.

- C. Review and approve the Minutes of the June 28, 2023 and November 28, 2023 Special Meetings (enclosures).

- D. Discuss District website accessibility matters and authorize necessary actions in connection therewith.

II. PUBLIC COMMENT

A. _____

III. FINANCIAL MATTERS

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

Fund	Period Ending Nov. 30, 2023	Period Ending Dec. 31, 2023	Period Ending Jan. 31, 2024	Period Ending Feb. 29, 2024
General	\$ 32,514.83	\$ 55,907.70	\$ 40,076.53	\$ 9,683.35
Debt Service	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total Claims	\$ 32,514.83	\$ 55,907.70	\$ 40,076.53	\$ 9,683.35

Fund	Period Ending March 31, 2024	Period Ending April 30, 2024	Period Ending May 31, 2024	Period Ending June 30, 2024
General	\$ 12,799.62	\$ 25,574.59	\$ 12,084.66	\$ 51,597.71
Debt Service	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total Claims	\$ 12,799.62	\$ 25,574.59	\$ 12,084.66	\$ 51,597.71

Fund	Period Ending July 31, 2024
General	\$ 14,863.64
Debt Service	\$ -0-
Capital Projects	\$ -0-
Total Claims	\$ 14,863.64

B. Review and accept unaudited financial statements through the period ending June 30, 2024 (enclosure).

C. Review and ratify approval of 2023 Audit (enclosure) and ratify authorization of execution of Representations Letter.

IV. LEGAL MATTERS

A. Discuss 2024 capital advances and authorize preparation and execution of a Capital Funding and Reimbursement Agreement between the District and Oxbridge Properties, Inc., if necessary.

V. PROJECTS – OPERATIONS/MAINTENANCE/CAPITAL REPAIRS

- A. Discuss establishment of and appointment to Landscape Committee.

- B. Review and approve of Change Order No. 3 with Ambius for 2023/2024 holiday lighting in the amount of \$6,227.50 (enclosure).

- C. Review and ratify approval of Service Agreement for 2023/2024 Snow Removal Services between the District and Powder County LLC (enclosure).

- D. Review and ratify approval of Change Order No. 3 to Service Agreement for Landscape Maintenance Services between the District and Powder County LLC for parking blocks installation in the amount of \$7,497.00 (enclosure).

- E. Review and ratify approval of Change Order No. 4 to Service Agreement for Landscape Maintenance Services between the District and Powder County LLC for Landscape Enhancements in the amount of \$29,334.80 (enclosure).

- F. Review and ratify approval of Change Order No. 5 to Service Agreement for Landscape Maintenance Services between the District and Powder County LLC for 2024 Landscape Maintenance Services and Summer Annuals in the amount of \$41,378.75 (enclosure).

- G. Review and ratify approval of Change Order No. 3 to Service Agreement for Operator Services between the District and Ramey Environmental Compliance, Inc. for 2024 services in the amount of \$1,350.00 (enclosure).

- H. Review proposal from Generator Source, LLC for Annual Inspection Service and authorize preparation and execution of Change Order No. 3 to Service Agreement for Generator Maintenance between the District and Generator Source, LLC for 2023/2024 services in the amount of \$3,092.50 (enclosure).

VI. OTHER MATTERS

- A. Discuss rescheduling the November 28, 2024 (Thanksgiving) meeting and budget hearing

VII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR
NOVEMBER 28, 2024.**