

## CITYSET METROPOLITAN DISTRICT NO. 2

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 • 800-741-3254  
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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: December 3, 2024 (Tuesday)

TIME: 12:00 P.M.

PLACE: [Zoom Meeting](#)

*\* Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (dsolin@sdmsi.com or 303-987-0835) of their specific need(s) before the 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.

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

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- C. Review and approve the Minutes of the August 14, 2024 Special Meeting (enclosures).

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- D. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates (suggested at 3:00 p.m. on the dates of June 18<sup>th</sup> and November 19<sup>th</sup>) and consider adoption of Resolution No. 2024-

12-01 Establishing Regular Meeting Dates, Time, Location and Designating Location for Posting 24-Hour Notices (enclosure).

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E. Discuss Section 32-1-809, C.R.S., 2025 Transparency Notice reporting requirements and mode of eligible elector notification (Transparency Notice was posted on the SDA’s website in 2024).

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F. Discuss District Website Accessibility.

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II. PUBLIC COMMENTS

A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes.

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III. FINANCIAL MATTERS

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

<b>Fund</b>	<b>Period Ending Aug. 31, 2024</b>	<b>Period Ending Sept. 30, 2024</b>	<b>Period Ending Oct. 31, 2024</b>	<b>Period Ending Nov. 30, 2024</b>
General	\$ 27,338.47	\$ 25,677.56	\$ 36,310.32	\$ 30,515.73
Debt Service	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-	\$ -0-
<b>Total Claims</b>	<b>\$ 27,338.47</b>	<b>\$ 25,677.56</b>	<b>\$ 36,310.32</b>	<b>\$ 30,515.73</b>

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B. Review and accept unaudited financial statements (enclosure).

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C. Consider engagement of Haynie & Company to perform the 2024 Audit for an amount not to exceed \$\_\_\_\_\_ (enclosure).

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D. Conduct Public Hearing to consider Amendment to 2024 Budget and consider adoption of Resolution No. 2024-12-\_\_\_ to Amend the 2024 Budget and Appropriate Expenditures (if necessary).

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E. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolutions to Adopt the 2025 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 – Final Assessed Valuation, Resolutions and draft 2025 Budget).

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- F. Discuss and authorize renewal of the District’s insurance and Special District Association membership for 2025.
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- G. 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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- H. Acknowledge resignation of Simmons & Wheeler LLC as the District’s Accountant effective December 31, 2024 and consider engagement of Special District Management Services Inc. as the District’s Accountant effective January 1, 2025 (enclosure).
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- I. Consider appointment of District Accountant to prepare the 2026 Budget and set date for public hearing to adopt the 2026 Budget (\_\_\_\_\_, 2025).
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IV. LEGAL MATTERS

- A. Discuss May 6, 2025 election and consider adoption of Resolution Calling Regular Election for Directors on May 6, 2025, appointing the Designated Election Official (“DEO”), and authorizing the DEO to perform all tasks required for the conduct of mail ballot elections (enclosure). Self-Nomination forms are due by February 28, 2025. Discuss need for ballot questions/issues.
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V. PROJECTS – OPERATIONS/MAINTENANCE/CAPITAL REPAIRS

- A. Discuss establishment of Landscape Committee.
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- B. Discuss 2025 services and consider approval of necessary service agreement(s) and/or change orders for related services (holiday lights, snow removal, landscape maintenance, operator services) (enclosures).
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VI. OTHER MATTERS

- A. \_\_\_\_\_
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VII. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2024.**

Informational Enclosure:

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