

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 REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Jason Gaede	President	2025/May 2025
Mark Hays	Treasurer	2025/May 2025
Ashley Dimond	Assistant Secretary	2023/May 2023
William G. Martinic	Assistant Secretary	2023/May 2023
VACANT		2025/May 2023

DATE: November 16, 2022 (Wednesday)

TIME: 9:30 A.M.

PLACE: **Zoom Meeting: This meeting will be held via Zoom without any individuals (neither District representatives nor the general public) attending in person. The meeting can be joined through the directions below:**

Join Zoom Meeting
<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRtWkRyUIZZc1VMWTJFZjFHdz09>
Meeting ID: 862 6755 0643
Passcode: 987572
1-719-359-4580

I. ADMINISTRATIVE MATTERS

- A. Present Disclosures of potential conflicts of interest and confirm quorum.

- B. Approve Agenda, confirm location of meeting, posting of meeting notice.

- C. Review and approve the Minutes of the June 15, 2022 Regular Meeting (enclosure).

- D. Acknowledge resignation of David B. Solin as Secretary to the Board and consider appointment of Peggy Ripko as Secretary to the Board.

- D. Discuss business to be conducted in 2023 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates (suggested at 9:30 a.m. on the dates of June 12th and November 15th) and consider adoption of Resolution No. 2022-11-01 Establishing Regular Meeting Dates, Time, Location and Designating Location for Posting 24-Hour Notices (enclosure).
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- E. Discuss §32-1-809, C.R.S.–2021 Transparency Notice reporting requirements and mode of eligible elector notification (Transparency Notice was posted on the SDA's website in 2022).
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- F. Discuss status of District website.
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II. PUBLIC COMMENT

- A. _____

II. FINANCIAL MATTERS

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

Fund	Period Ending June 16, 2022	Period Ending July 12, 2022	Period Ending Aug. 11, 2022	Period Ending Sept. 13, 2022
General	\$ 42,915.46	\$ 6,936.78	\$ 16,193.24	\$ 12,360.88
Debt Service	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total Claims	\$ 42,915.46	\$ 6,936.78	\$ 16,193.24	\$ 12,360.88

Fund	Period Ending Oct. 13, 2022
General	\$ 7,207.81
Debt Service	\$ -0-
Capital Projects	\$ -0-
Total Claims	\$ 7,207.81

- B. Review and accept unaudited financial statements through the period ending September 30, 2022 (enclosure).
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- C. Consider engagement of Haynie & Company to perform the 2022 Audit for an amount not to exceed \$8,300 (enclosure).

- D. Conduct Public Hearing to consider Amendment to 2022 Budget and consider adoption of Resolution No. 2022-11-02 to Amend the 2022 Budget and Appropriate Expenditures (enclosure).

- E. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolutions to Adopt the 2023 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 2023 Budget).

- 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.

- G. Consider appointment of District Accountant to prepare the 2024 Budget and set date for public hearing to adopt the 2024 Budget (_____, 2023).

III. LEGAL MATTERS

- A. Review and consider approval of 2023 Operation Funding Agreement between the District and Oxbridge Properties, Inc. (enclosure).

- B. Discuss May 2, 2023 Regular Directors' election and consider adoption of Resolution No. 2022-11-05; Resolution Calling a Regular Election for Directors on May 2, 2023, appointing the Designated Election Official ("DEO"), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (enclosure). Self-Nomination forms are due by February 24, 2023. Discuss the need for ballot issues and/or questions.

IV. PROJECTS – OPERATIONS/MAINTENANCE/CAPITAL REPAIRS

- A. Discuss landscape and maintenance matters.

- B. Discuss and consider approval Services Agreement for Landscape Maintenance Services between the District and Brightview Landscape Services, Inc. (to be distributed).

- C. Discuss and consider approval of Service Agreement for Snow Removal Services between the District and Brightview Landscape Services, Inc. for 2022-2023 snow removal (to be distributed).

- D. Discuss District services for 2023 and consider approval of necessary service agreements for related services.

V. OTHER MATTERS

- A. _____

VI. ADJOURNMENT **NO FURTHER MEETINGS ARE SCHEDULED FOR 2022.**

Informational Enclosure:

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