

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1

141 Union Boulevard, Suite 150
Lakewood, Colorado, 80228-1898
Tel: 303-987-0835 • 800-741-3254
Fax: 303-987-2032

NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Julie von Clausburg	President	2025/May 2025
John Strabel	Treasurer	2027/May 2027
Brenda Lamer	Assistant Secretary	2025/May 2025
VACANT		2027/May 2027
VACANT		2027/May 2027
David Solin	Secretary (non-elected)	

DATE: November 14, 2023 (Thursday)
TIME: 9:00 A.M.
PLACE: via Zoom

** 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

Dial In: 1-719-359-4580

I. ADMINISTRATIVE MATTERS

- A. Present Disclosures of Potential Conflicts of Interest.

- B. Approve Agenda, confirm location of the meeting and posting of meeting notices and confirm the posting location, and designate 24-hour posting location.

- C. Members of the public may express their view to the Board on matters that affect the District. Comments will be limited to a total of three (3) minutes per person.

- D. Consider approval of the Minutes from November 8, 2023 regular meeting (enclosure).

- E. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meeting. Schedule regular meeting dates and consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting 24-Hour Notices (enclosure).
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- F. Discuss vacancies on the Board.
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- G. Discuss §32-1-809, C.R.S. (Transparency Notice) reporting requirements and mode of eligible elector notification and direct staff regarding compliance for 2025.
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- H. Authorize renewal of District's insurance and Special District Association (SDA) membership for 2025.
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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	\$ 3,151.22	\$ 4,566.02	\$ 3,404.30	\$ 1,923.61
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 3,151.22	\$ 4,566.02	\$ 3,404.30	\$ 1,923.61

Fund	Period Ending March 31, 2024	Period Ending April 30, 2024	Period Ending May 31, 2024	Period Ending June 30, 2024
General	\$ 2,731.23	\$ 1,546.96	\$ 1,588.47	\$ 1,032.35
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 2,731.23	\$ 1,546.96	\$ 1,588.47	\$ 1,032.35

Fund	Period Ending July 31, 2023	Period Ending Aug. 31, 2023	Period Ending Sept. 30, 2024	Period Ending Oct. 31, 2024
General	\$ 868.92	\$ 761.30	\$ 597.40	\$ 1,597.32
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 868.92	\$ 761.30	\$ 597.40	\$ 1,597.32

- B. Review and accept unaudited financial statements for the period ending September 30, 2024 and Cash Position Statement dated September 30, 2024 (enclosure).
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- C. Discuss statutory requirements for an audit. Consider the appointment of District accountant to prepare the Application for Exemption from Audit for 2024.
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- E. Discuss the District's inability to make a scheduled bond payment, pursuant to 32-1-903(3), C.R.S.
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- F. Conduct public hearing to consider amendment to 2024 Budget and (if necessary) consider adoption of a Resolution to Amend the 2024 Budget.
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- G. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures - preliminary assessed valuations, 2025 draft Budget and Resolutions).
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- H. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form ("Certification"), and direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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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.
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IV. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Directors' election regarding new legislative requirements and related expenses for same. Consider adoption of Resolution Calling a 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 election (enclosures). Self-Nomination forms are due by February 28, 2025. Discuss the need for ballot issues and/or questions.
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V. OTHER BUSINESS

- A. _____

- B. Discuss website accessibility matters.
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VI. ADJOURNMENT ***THERE ARE NO MORE REGULAR MEETINGS SCHEDULED
IN 2024.***

Informational Enclosure:

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