

JEFFCO BUSINESS CENTER METROPOLITAN DISTRICT NO. 1

141 Union Boulevard, Suite 150
Lakewood, Colorado, 80228-1898
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<https://jeffcobusinesscentermd1.colorado.gov/>

NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors</u>	<u>Office</u>	<u>Term/Expires</u>
John Strabel		2027/May 2027
VACANT		2029/May 2029
VACANT		2029/May 2029
VACANT		2027/May 2027
VACANT		2027/May 2027
David Solin	Secretary (un-elected position)	

DATE: November 13, 2025 (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.

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- 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.

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- D. Consider approval of the Minutes of the November 14, 2024 regular meeting (enclosure).
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E. Board Resignations:

1. Acknowledge resignation of Director von Clausburg from the Board of Directors, effective May 23, 2025

2. Acknowledge resignation of Brenda Lamer from the Board of Directors of the District effective November 4, 2025.

F. Discuss results of cancelled May 6, 2025 Regular Election for Directors (enclosure).

G. Confirm filing of Oaths of Office.

H. Acknowledge resignation of Brenda Lamer from the Board of Directors of the District effective November 4, 2025.

I. Discuss Board vacancies and consider appointment of eligible elector, Allison Moreno, to the Board of Directors of the District (effective upon filing the Oath of Office with the Clerk and Recorder).

J. Consider appointment of Officers:

President _____
Treasurer _____
Secretary _____
Asst. Secretary _____

K. Discuss business to be conducted in 2026 and location (virtual) of meeting. Schedule regular meeting dates (suggested date is November 12, 2026 at 9:00 a.m.) and consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting 24-Hour Notices (enclosure).

L. Discuss §32-1-809, C.R.S. (Transparency Notice) reporting requirements and mode of eligible elector notification and direct staff regarding compliance for 2026.

II. FINANCIAL MATTERS

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

Fund	Period Ending Nov. 30, 2024	Period Ending Dec. 31, 2024	Period Ending Jan. 31, 2025	Period Ending Feb. 28, 2025
General	\$ 6,422.42	\$ 2,702.48	\$ 4,426.12	\$ 1,833.97
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 6,422.42	\$ 2,702.48	\$ 4,426.12	\$ 1,833.97

Fund	Period Ending March 31, 2025	Period Ending April 30, 2025	Period Ending May 31, 2025	Period Ending June 30, 2025
General	\$ 2,243.57	\$ 941.82	\$ 1,977.42	\$ 3,000.18
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 2,243.57	\$ 941.82	\$ 1,977.42	\$ 3,000.18

Fund	Period Ending July 31, 2025	Period Ending Aug. 31, 2025	Period Ending Sept. 30, 2025	Period Ending Oct. 31, 2025
General	\$ 1,355.30	\$ 1,964.34	\$ 2,289.82	\$ 10,319.10
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 1,355.30	\$ 1,964.34	\$ 2,289.82	\$ 10,319.10

- B. Review and accept unaudited financial statements and Cash Position Statement (enclosures).
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- C. Ratify approval of the engagement of Tatton and Company LLC for preparation of the 2024 Audit.
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- D. Ratify approval of the request for extension of time to file the 2024 Audit.
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- E. Review and ratify approval of the 2024 Audit, and authorization of execution of Representations Letter (enclosure).
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- F. Discuss statutory requirements for an audit. Consider the appointment of District accountant to prepare the Application for Exemption from Audit for 2025, or consider engagement of an auditor if an audit is required or requested by the Board.
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- G. Discuss the District's inability to make a scheduled bond payment, pursuant to 32-1-903(3), C.R.S.
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- H. Conduct public hearing to consider amendment to 2025 Budget and (if necessary) consider adoption of a Resolution to Amend the 2025 Budget.
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- I. Conduct Public Hearing on the proposed 2026 Budget and consider adoption of Resolution to Adopt the 2026 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures - preliminary assessed valuations, 2026 draft Budget and Resolutions).
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- J. 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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- K. Authorize renewal of District's insurance and Special District Association (SDA) membership for 2026.
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- L. Consider appointment of District Accountant to prepare the 2027 Budget and set date for 2027 Budget Hearing.
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III. LEGAL MATTERS

- A. Discuss HB25-1090 compliance related to professional services provider engagements.
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IV. OTHER BUSINESS

- A.

V. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2025.**

Informational Enclosure:

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