

CANAL AVENUE METROPOLITAN DISTRICT
 450 E. 17th Avenue, Suite 400
 Denver, Colorado 80203
 Phone: 303-592-4380

<https://canalavenuemetropolitandistrict.specialdistrict.net/>

NOTICE OF SPECIAL MEETING AND AGENDA

DATE:	Wednesday, November 29, 2023
TIME:	10:00 A.M.
LOCATION:	<u>THIS MEETING WILL BE HELD BY VIDEO/TELEPHONIC MEANS WITHOUT ANY INDIVIDUALS (NEITHER DISTRICT REPRESENTATIVES NOR THE GENERAL PUBLIC) ATTENDING IN PERSON.</u>
ACCESS:	<p>You can attend the meeting in any of the following ways:</p> <ol style="list-style-type: none"> 1. To attend via Videoconference, e-mail cwill@specialdistrictlaw.com to obtain a link to the videoconference. 2. To attend via telephone, dial 1-253-215-8782 and enter the following additional information: <ol style="list-style-type: none"> (a) Meeting ID: 846 8699 1021 (b) Passcode: 485418

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Rob Andrews	President	May, 2025
Taylor Nelson		May, 2027
VACANCY		May, 2027
VACANCY		May, 2025
VACANCY		May, 2025
Catherine Will	Secretary	Non-elected Position

I. ADMINISTRATIVE MATTERS

- A. Present disclosures of potential conflicts of interest.

B. Confirm quorum, location of meeting and posting of meeting notices.

C. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

D. Discuss results of May 2, 2023 Directors' election (enclosure).

E. Discuss vacancies on the Board and consider the appointment of eligible electors, Brad Stevinson and Megan Kranichfeld, to the Board of Directors of the District. (Notice of Vacancy published September 26, 2023). Administer Oaths of Office.

F. Consider appointment of officers.

President:

Secretary:

Treasurer

Assistant Secretary:

Assistant Secretary:

G. Review and consider approval of minutes from the November 17, 2022 regular board meeting (enclosure).

H. Discuss engagement of District Manager.

I. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution No. 2023-11-__ Establishing Regular Meeting Dates, Time, and Location, and Designating Posting Location for 24-Hour Notices (enclosure). [Suggested meeting date: November 14, 2024 at 1:00 p.m. via Zoom]

J. 2024 Insurance Discussion

a. Cyber Security and Increased Crime Coverage.

b. Establish Insurance Committee to make final determinations regarding insurance, if necessary.

c. Authorize renewal of the District's insurance and Special District Association (SDA) membership for 2024.

II. CONSENT AGENDA - These items are considered to be routine and will be approved, acknowledged, and/or ratified by one motion. There will be no separate discussion of these items unless a Board Member so requests, in which event, the item will be removed from the Consent Agenda and considered on the Regular Agenda.

- Ratify Easement Agreement (Grant of Easement to South Adams County Water and Sanitation District) between 104 Commerce Park 1, LLC, 104 Commerce Park 2, LLC, and the District.
- Ratify Quitclaim Bill of Sale between 104 Commerce Park 1, LLC and the District (Lots 1-5).
- Ratify Quitclaim Bill of Sale between 104 Commerce Park 1, LLC and the District (Tracts A-C).
- Ratify Access and Maintenance Easement Agreement between the District and 104 Commerce Park 1, LLC (Sprinklers).
- Ratify Access and Maintenance Easement Agreement between the District and 104 Commerce Park 1, LLC (Sanitary Easement).
- Ratify Bargain and Sale Deed between 104 Commerce Park 1, LLC and the District (Tracts A, B, and C).
- Ratify Reciprocal Easement Agreement between 104 Commerce Park 1, LLC, 104 Commerce Park 2, LLC, and the District.
- Ratify filing of 2022 Audit Exemption Application.

III. FINANCIAL MATTERS

A. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution No. 2023-11-____, Resolution to Amend the 2023 Budget.

B. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions).

- C. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

- D. Consider appointment of District Accountant to prepare 2025 Budget.

- E. Discuss statutory requirements for an audit. Consider appointment of District Accountant to prepare Application for Exemption from Audit for 2023.

- F. Discuss anticipated timing of Bond issuance.

III. LEGAL MATTERS

- A. Discuss and consider approval of Second Amendment to 2021-2022 Operation Funding Agreement between the District and Canal Park Avenue, LLC (enclosure).

- B. Discuss and consider approval of Second Amendment to Amended and Restated Facilities Funding and Reimbursement Agreement between the District and Canal Park Avenue, LLC (enclosure).

- C. Discuss and consider approval of Service Agreement with Headways Consultant LLC for Lift Station Maintenance (enclosure).

- D. Discuss and consider approval of Service Agreement with Schultz Industries Inc. for Landscape Maintenance (enclosure).

- E. Discuss and consider approval of Independent District Engineering Services, LLC (“IDES”) Change Order No. 1 in the amount of \$35,000 under Service Agreement for Cost Verification Services between the District and IDES (enclosure).

- F. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2020 (District Transparency Notice).

- G. Discuss and consider adoption of Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).

IV. CONSTRUCTION AND OPERATIONS MATTERS

- A. Discuss 2024 development/construction outlook.

- B. Discuss operations plan for the District.

V. OTHER BUSINESS

VI. ADJOURNMENT

There are no more meetings scheduled in 2023.