

# DIATC METROPOLITAN DISTRICT

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## **NOTICE OF REGULAR MEETING AND AGENDA**

DATE:	Wednesday, November 8, 2023
TIME:	12:00 p.m.
LOCATION & ACCESS	<p>This meeting will be held virtually, via Zoom video/telephone conference:</p> <ol style="list-style-type: none"><li>To attend via Zoom videoconference, use the following link, or e-mail <a href="mailto:csorensen@specialdistrictlaw.com">csorensen@specialdistrictlaw.com</a> to have the link e-mailed to you: <a href="https://us02web.zoom.us/j/84028204376?pwd=OGwzUUk3bjd5YS9ZMUNZOjFtazRNUT09">https://us02web.zoom.us/j/84028204376?pwd=OGwzUUk3bjd5YS9ZMUNZOjFtazRNUT09</a></li><li>To attend via telephone, dial 1-719-359-4580 or 1-253-215-8782 and enter the following additional information:<ol style="list-style-type: none"><li>Meeting ID: 840 2820 4376</li><li>Passcode: 298174</li></ol></li></ol>

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Christopher H. Thompson	President	May 2027
Jodie B. Thompson	Secretary/Treasurer	May 2027
Steven L. Everson	Assistant Secretary	May 2027
Jeffrey C. Hemphill	Assistant Secretary	May 2025
Brock R. Chapman	Assistant Secretary	May 2025

### **I. ADMINISTRATIVE MATTERS**

- A. Present disclosures of potential conflicts of interest.
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B. Confirm quorum, location of meeting and posting of meeting notices. Designate location for posting of 24-hour meeting notices. Approve agenda.

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C. Discuss results of cancelled May 2, 2023 Regular Directors Election (enclosure).

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D. Consider appointment of officers:

President: \_\_\_\_\_

Secretary/Treasurer: \_\_\_\_\_

Assistant Secretary: \_\_\_\_\_

Assistant Secretary: \_\_\_\_\_

Assistant Secretary: \_\_\_\_\_

E. Discuss business to be conducted in 2024 and location (**virtual and/or physical**). Schedule regular meeting dates and consider adoption of Resolution No. 2023-11-\_\_\_\_\_, Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

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F. **Insurance Discussion:**

1. Discuss Cyber Security and increased Crime Coverage.

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

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3. Authorize renewal of the District's insurance and Special District Association membership for 2024.

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**II. CONSENT AGENDA** - These items are considered to be routine and will be approved and/or ratified by a single motion and vote. There will be no separate discussion of these items unless a Board Member so requests. In such case the item will be removed from the Consent Agenda and considered as part of the Regular Agenda.

A. Approve minutes of the December 12, 2022 Special Meeting (enclosure).

- B. Ratify approval of Service Agreement for Landscape Maintenance Services between the District and High Plains Landscape & Water Systems, LLC (enclosure).
- C. Ratify approval of Service Agreement for 2023-2024 Snow Removal Services between the District and High Plains Landscape & Water Systems, LLC (enclosure).
- D. Ratify approval of 2022 Audit and Representations Letter (enclosures).

**III. FINANCIAL MATTERS**

- A. Discuss and consider approval of Master Service Agreement and/or Statements of Work for 2024 Accounting Services between the District and CliftonLarsonAllen LLP (to be distributed).
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- B. Consider ratification of payment of claims for the period from November 9, 2022 through October 31, 2023 in the amount of \$227,987.36 (enclosure).
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- C. Consider acceptance of unaudited financial statements for the period ending September 30, 2023 (enclosure).
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- D. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution No. 2023-11-\_\_\_\_, Resolution of DIATC Metropolitan District to Amend the 2023 Budget.
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- E. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution No. 2023-11-\_\_\_\_, Resolution to Adopt the 2024 Budget and Appropriate Sums of Money, and Resolution No. 2023-11-\_\_\_\_, Resolution to Set Mill Levies (enclosures: preliminary assessed valuation, draft budget and resolutions).
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- F. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form (“Certification”). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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G. Consider appointment of District Accountant to prepare 2025 Budget.

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H. Discuss and consider the engagement of Schilling & Company, Inc. to prepare the 2023 Audit, for an amount not to exceed \$5,200 (increase of \$200 from last year) (to be distributed).

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**IV. LEGAL MATTERS**

A. Discuss and consider approval of Temporary Construction License Agreement between the District and DIA ONEPEARL LLC (enclosure).

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B. Discuss and consider adoption of Resolution No. 2023-11-\_\_\_\_, Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).

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C. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2024 (District Transparency Notice).

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**V. OPERATIONS/MAINTENANCE MATTERS**

A. Discuss and consider approval of Change Order No. 1 to the Service Agreement for Landscape Maintenance Services between the District and High Plains Landscape & Water Systems, LLC (to be distributed).

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B. Discuss and consider ratifying approval of Proposal from Rocky Mountain Pavement, LLC for asphalt repair in the amount of \$12,516.25 (enclosure).

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**VI. OTHER BUSINESS**

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**VII. ADJOURNMENT**

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