

DIATC METROPOLITAN DISTRICT

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NOTICE OF REGULAR MEETING AND AGENDA

DATE:	Wednesday, November 6, 2024
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">To attend via Zoom videoconference, use the following link, or e-mail csorensen@specialdistrictlaw.com to have the link e-mailed to you: https://us02web.zoom.us/j/82955978654?pwd=y1UTnSgqAC3XqRTi16GIb4s8xdRBqC.1To 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">Meeting ID: 829 5597 8654Passcode: 089308

<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.

B. Confirm quorum, location of meeting and posting of meeting notices. Designate location for posting of 24-hour meeting notices. Approve agenda.

- C. Discuss business to be conducted in 2025 and location (**virtual and/or physical**). Schedule regular meeting dates and consider adoption of Resolution No. 2024-11-____, Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).
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D. **Insurance Discussion:**

1. Discuss status of research regarding District improvements to be covered by property insurance.

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

3. Authorize renewal of the District's insurance and Special District Association membership for 2025.

E. **Website Accessibility Discussion:**

1. Discuss District website accessibility matters and designate website compliance coordinator.

2. Establish Website Committee to make final determinations regarding engagement and/or termination of service providers, if necessary.

3. If necessary, authorize preparation and execution of amendment/change order to the Service Agreement for Community Management between the District and Timberline District Consulting, LLC.

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 November 8, 2023 Regular Meeting (enclosure).
- B. Ratify approval of 2023 Audit and Representations Letter (enclosures).
- C. Ratify approval of Master Service Agreement for Stormwater Maintenance Services between the District and Storm Water Asset Protection LLC (enclosure).
- D. Ratify approval of Change Order No. 1 to the Service Agreement for 2023-2024 Snow Removal Services between the District and High Plains Landscape & Water Systems, LLC (for 2024-2025 snow removal services) (enclosure).
- E. Ratify approval of Change Order No. 1 to the Service Agreement for Landscape Maintenance Services between the District and High Plains Landscape & Water Systems, LLC (for 2024-2025 landscaping services) (enclosure).
- F. Ratify approval of Change Order No. 2 to the Service Agreement for Landscape Maintenance Services between the District and High Plains Landscape & Water Systems, LLC, for removal of four Russian Olive trees, for an increase in the contract of \$1,150.00 (enclosure).

III. OPERATIONS/MAINTENANCE MATTERS

- A. Review and consider approval of Change Order No. 3 to the Service Agreement for Landscape Maintenance Services between the District and High Plains Landscape & Water Systems, LLC, for 2025-2026 landscape maintenance services, for an increase in the contract amount of \$33,016.92 (enclosure).
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- B. Discuss and consider ratifying approval of Proposal from National Pavement Partners, LLC for asphalt repair in the amount of \$22,874.63 (enclosure).
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- C. Discuss 2025 asphalt repairs.
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- 1. Establish Asphalt Repair Committee to make final determinations regarding engagement of asphalt service provider(s).
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IV. FINANCIAL MATTERS

A. Discuss and consider approval of Statement(s) of Work for 2025 Accounting Services between the District and CliftonLarsonAllen LLP (to be distributed).

B. Consider ratification of payment of claims for the period from November 1, 2023 through October 28, 2024 in the amount of \$190,259.13 (enclosure).

C. Consider acceptance of unaudited financial statements for the period ending September 30, 2024 (enclosure).

D. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution No. 2024-11-____, Resolution of DIATC Metropolitan District to Amend the 2024 Budget.

E. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution No. 2024-11-____, Resolution to Adopt the 2024 Budget and Appropriate Sums of Money, and Resolution No. 2024-11-____, Resolution to Set Mill Levies (enclosures: preliminary assessed valuation, draft budget and resolutions).

F. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information Form (“Certification”). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.

G. Consider appointment of District Accountant to prepare 2026 Budget.

H. Discuss and consider the engagement of Schilling & Company, Inc. to prepare the 2024 Audit, for an amount not to exceed \$5,400 (increase of \$200 from last year) (to be distributed).

V. LEGAL MATTERS

A. Discuss and consider ratifying approval of Estoppel Certificate Regarding Master Covenants of DIA Tech Center provided to Ascent Commerce Center, LLC (enclosure).

B. Consider ratifying approval of the following Project Fund Requisitions, under the Series 2019 Bonds, in the indicated amounts and to the indicated payees:

Requisition No.	Date	Amount	Payee
22	11/30/21	\$5,059.00	DIA Tech Center, LLC
23	11/30/21	\$2,506.26	DIA Tech Center, LLC
24	11/17/22	\$402,321.05	DIA Tech Center, LLC

C. Discuss May 6, 2025 Regular Directors’ Election and consider adoption of Resolution No. 2024-11-____, Resolution Calling a Regular Election for Directors on May 6, 2025, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination Forms are due by February 28, 2025 (enclosure). Discuss the need for ballot issues and/or questions.

D. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2025 (District Transparency Notice).

E. Discuss and consider adoption of Resolution Acknowledging and Adopting the Master Covenants of DIA Tech Center.

F. Discuss and consider adoption of Resolution Adopting the Policies and Procedures Governing the Enforcement of the Master Covenants of DIA Tech Center.

G. Discuss and consider adoption of Resolution Adopting the Design Standards and Guidelines of DIA Tech Center.

VI. OTHER BUSINESS

VII. ADJOURNMENT
