

# SALISBURY HEIGHTS METROPOLITAN DISTRICT

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GREENWOOD VILLAGE, CO 80111

Phone: (303) 779-4525

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

**DATE:** November 9, 2022

**TIME:** 9:00 a.m.

**LOCATION:** Via Microsoft Teams

You can attend the meetings in any of the following ways:

- ACCESS:**
1. To attend via Microsoft Teams Videoconference use the below link:  
[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZTliMDFjMjYtZTU3Ni00MDczLTkxNjEtYjE3MTJhNThhYmE3%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%229bf4c29b-a9c8-46b4-a6c0-c1ed7cba4824%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTliMDFjMjYtZTU3Ni00MDczLTkxNjEtYjE3MTJhNThhYmE3%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%229bf4c29b-a9c8-46b4-a6c0-c1ed7cba4824%22%7d)
  2. To attend via telephone, dial 720-547-5281 and enter the following additional information:

Conference ID: 303 929 795#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Ken Cleveland	President/Treasurer	May, 2025
Lisa Coonts		May, 2023
VACANT		May, 2023
VACANT		May, 2025
VACANT		May, 2025
Lisa Johnson, District Manager	Secretary	

### **I. ADMINISTRATIVE MATTERS**

- A. Confirm quorum, call to order and present disclosures of potential conflicts of interest.
- B. Confirm location of meeting, posting of meeting notices, and designate 24-hour posting location. Approve agenda.

- C. Discuss May 3, 2022 Election Results (enclosure).
- D. Discuss vacancies on the Board.
- E. Consider appointment of officers.

President:

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

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

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

- F. 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.

- G. Review and consider approval of minutes from the November 10, 2021 special board meeting (enclosure).
- H. Discuss business to be conducted in 2023 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution Establishing Regular Meeting Dates, Time, and Location and Designating Location for Posting of 24-Hour Notices (enclosure). Appoint representative to post notices within the District.
- I. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2023 (District Transparency Notice).
- J. Discuss and consider approval of 2023 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or T. Charles Wilson Risk Management and authorize membership in the Special District Association.

**II. FINANCIAL MATTERS**

- A. Approve and/or ratify approval of payment of claims in the amount of \$40,560.59 (enclosure).
- B. Review and accept September 30, 2022 Unaudited Financial Statements (enclosure).
- C. Review and ratify approval of 2021 Audit and execution of Representations Letter (enclosure).

- D. Conduct Public Hearing to consider amendment of the 2022 Budget. If necessary, consider adoption of Resolution to Amend the 2022 Budget (enclosure).
- E. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions).
- F. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan (enclosure).
- G. Authorize District Accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- H. Appointment of Board member to sign the DLG70 Certification of Tax Levies.
- I. Consider appointment of District Accountant to prepare 2024 Budget.
- J. Authorize District Accountant to obtain proposals to perform the 2022 Audit.

### **III. LEGAL MATTERS**

- A. Discuss May 2, 2023 Regular Director Election and consider adoption of Resolution Calling a Regular Election for Directors on May 2, 2023, appointing the Designated Election Official (“**DEO**”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination and Acceptance Forms are due by February 24, 2023. Discuss need for ballot issues and/or questions.

### **IV. MANAGER MATTERS**

- A. Review and consider approval of the Master Services Agreement and associated Statement of Work with CliftonLarsonAllen LLP (enclosure).

### **V. OTHER BUSINESS**

- A. Other

### **VI. ADJOURNMENT**

**THERE ARE NO MORE REGULAR MEETING SCHEDULED FOR 2022**