

SHAKLEE CENTRE METROPOLITAN DISTRICT NO. 1

450 E. 17th Avenue, Suite 400

Denver, Colorado 80203

Phone: 303-592-4380

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

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Tuesday, November 12, 2024

TIME: 1:00 p.m.

PLACE: **THIS MEETING WILL BE HELD BY VIDEO/TELEPHONIC MEANS WITHOUT ANY INDIVIDUALS (NEITHER DISTRICT REPRESENTATIVES NOR THE GENERAL PUBLIC) ATTENDING IN PERSON.**

ACCESS: You can attend the meeting in the following ways:

1. To attend via Zoom Videoconference, use the following link:
<https://us02web.zoom.us/j/85101715109?pwd=R2ZjRW3bVhTamlmK2tnVEVNemRWQT09>
2. To attend via telephone, dial 1-253-215-8782 and enter the following additional information:

Meeting ID: 851 0171 5109

Passcode: 002437

| <u>Board of Directors</u> | <u>Office</u> | <u>Term Expires</u> |
|---------------------------|-------------------------|---------------------|
| Kerry Shaklee | President | 2027 |
| Karen L. McGill | Treasurer | 2025 |
| Alan Shaklee | Assistant Secretary | 2025 |
| Vacant | | 2027 |
| Vacant | | 2027 |
| Catherine Will | Secretary (non-elected) | |

I. ADMINISTRATIVE MATTERS

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

- C. Public Comment.
- D. Approval of minutes from the October 8, 2024 regular meeting.
- E. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution Establishing Regular Meeting Dates, Time, and Location, Establishing District Website and Designating Location for Posting of 24-Hour Notices.
- F. Authorize renewal of District’s insurance and Special District Association (SDA) membership for 2025.
- G. Website Accessibility Discussion
 - 1. Discuss and consider proposals from Generation Web, Inc., Streamline Software, Inc. and A360 Enterprises, LLC (dba Allyant) related to website accessibility matters.
 - 2. Establish Website Accessibility Committee to make final determinations regarding engagement and/or termination of service providers, if necessary.

II. FINANCIAL MATTERS

- A. Review and ratify/approve payment of claims.
- B. Review and accept unaudited financial statements.
- C. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.
- D. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies.
- E. 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.
- F. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan.
- G. Consider appointment of District Accountant to prepare 2026 Budget.
- H. Discuss statutory requirements for an audit. Authorize District Accountant to obtain proposals to perform the 2024 Audit.

- I. Review and consider approval of Special Districts Preparation Statement of Work (SOW) between the District and CliftonLarsonAllen LLP for 2025 Accounting Services.

III. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Director Election and consider adoption of Resolution Calling May 6, 2025 Election for Directors, 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.
- B. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (District Transparency Notice).
- C. Project update from DDP Services LLC.
- D. Discuss and consider approval of Engineer’s Report and Verification of Costs Associated with Public Improvements No. 16 prepared by Schedio Group LLC.
- E. Discuss and consider approval of payment to DDP Services LLP for funds expended on Certified Costs under Engineer’s Report and Verification of Costs Associated with Public Improvements No. 16.
- F. Discuss and consider approval of Water System Research Funding and Development Agreement.

IV. OTHER BUSINESS

- A. Discuss project status.

V. ADJOURNMENT

THE NEXT REGULAR MEETING IS DECEMBER 10, 2024.