

LINCOLN STATION METROPOLITAN DISTRICT

8390 East Crescent Parkway, Suite 300
Greenwood Village, CO 80111
Phone: 303-779-5710

NOTICE OF SPECIAL MEETING AND AGENDA

DATE:	Monday, November 13, 2023
TIME:	11:00 a.m.
LOCATION:	<p>CliftonLarsonAllen LLP 8930 E. Crescent Parkway, Suite 300 Greenwood Village, CO 80111 Pikes Peak Conference Room</p> <p>AT LEAST ONE INDIVIDUAL, INCLUDING CERTAIN BOARD MEMBERS AND CONSULTANTS OF THE DISTRICT, WILL BE PHYSICALLY PRESENT AND WILL ATTEND THIS MEETING IN PERSON AT THE ABOVE-REFERENCED LOCATION. HOWEVER, CERTAIN OTHER BOARD MEMBERS AND CONSULTANTS OF THE DISTRICT MAY ATTEND THIS MEETING VIA TELECONFERENCE, OR WEB-ENABLED VIDEO CONFERENCE. MEMBERS OF THE PUBLIC WHO WISH TO ATTEND THIS MEETING MAY CHOOSE TO ATTEND IN PERSON OR VIA TELECONFERENCE OR WEB-ENABLED VIDEO CONFERENCE USING THE INFORMATION BELOW.</p>
	<p>To attend via Microsoft Teams, select this link (or copy link into your browser):</p> <p>https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDhmZTY4MGYtZjNiYy00OTVmlThjN2EtNzI4YWQ1ODhiZTQ5%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e78628f-89cd-4e97-af6c-60df84b55ffe%22%7d</p> <p>To attend via telephone, dial 1-720-547-5281 and enter the following: Phone Conference ID: 397 078 182#</p>

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Nathan Melchior	President	May, 2025
Jeremy Bayens	Secretary/Treasurer	May, 2025
Natalie L. Dustman	Assistant Secretary	May, 2027
James R. Francescon	Assistant Secretary	May, 2025
VACANT	TBD	May, 2027

I. ADMINISTRATIVE MATTERS

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm quorum, location of meeting and posting of meeting notices.
- D. 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.

- E. Consider approval of CliftonLarsonAllen LLP Master Service Agreement and Statements of Work for accounting and management services for 2024 (enclosures; SOW for management to be distributed).
- F. Discuss and consider approval of 2024 insurance renewal, including Workers' Compensation coverage, and Board Member liability coverage of \$2,000,000. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or TCW Risk Management and authorize membership in the Special District Association (enclosures).

II. CONSENT AGENDA

These items are considered to be routine and will be approved 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(s) will be removed from the Consent Agenda and considered in the Regular Agenda.

- 1. Consider approval of September 25, 2023 Special Meeting Minutes (enclosure).
- 2. Consider approval and/or ratify claims totaling \$137,651.78 (enclosure).
- 3. Consider approval, ratification and/or acknowledgement of the following Agreements for 2023-2024 services:
 - a. Approval of 2024 Security Services Contract with Advantage Security, LLC (enclosure).
 - b. Approval of 2024 Janitorial Services Contract with Roth Property Maintenance, LLC, effective January 1, 2024 (enclosure).
 - c. Ratify approval of Work Order Contract with Bristol Botanics, Inc. for 2023-2024 exterior holiday décor (enclosure).
 - d. Approval of Landscaping Services Contract with Brightview Landscape Services, Inc. for 2024 landscaping maintenance (enclosure).

- e. Approval of Quarterly Maintenance Program for 2024 with Reidy Metal Services, Inc. for refinishing and maintaining architectural metals (enclosure).
- f. Approval of Work Order Contract with Tryg Group, LLC for 2024 HVAC maintenance (enclosure).
- g. Acknowledge automatic renewal of Task Order Services Contract with Bailey Tree LLC to renew on December 31, 2023 with a new termination date of December 31, 2024.
- h. Acknowledge automatic renewal of Task Order Services Contract for storm water maintenance with C&L Water Solutions, Inc. to renew on December 31, 2023 with a new termination date of December 31, 2024.
- i. Acknowledge automatic renewal of Services Contract with CDR Construction LLC to renew on December 31, 2023 with a new termination date of December 31, 2024.
- j. Acknowledge automatic renewal of Snow Management Services Contract with Snow Management Services, LLC to renew on January 1, 2024 with a new termination date of May 31, 2024.
- k. Ratify approval of light repair and/or replacement with CDR Construction, LLC in an amount not to exceed \$2,500 (enclosure).

III. FINANCIAL MATTERS

- A. Review and consider acceptance of _____, 2023 Unaudited Financial statements and Cash Position Report updated as of _____, 2023 (to be distributed).
- B. Conduct Public Hearing to consider amendment of the 2023 Budget (enclosure).
 - i. Public Comment Period
 - ii. Consider adoption of Resolution No. 2023-11-__ to Amend the 2023 Budget (enclosure).
- C. Conduct Public Hearing on the proposed 2024 Budget (enclosure).
 - i. Public Comment Period
 - ii. Consider adoption of Resolution No. 2023-11-__ to Adopt the 2024 Budget, Appropriate Sums of Money and Set Mill Levies (enclosure).
- D. Discuss statutory requirements for an audit. Consider approving audit engagement with Wipfli, LLP for 2023 audit services in the amount of \$6,500 and authorize its submittal (enclosure).

IV. LEGAL MATTERS

- A. Consider adoption of Resolution No. 2023-11-__ Annual Resolution (enclosure).

1. Election of Officers
2. Set regular meeting date(s) and location – Second Wednesday in November 2024, at 10:00 a.m., at the offices of CliftonLarsonAllen LLP and virtually.

B. Review and consider approval of 2024 rates for legal services with Icenogle Seaver Pogue, P.C. (enclosure).

C. 2023 Legislative Memorandum

V. MANAGER MATTERS

VI. DIRECTOR MATTERS

VII. OTHER BUSINESS

VIII. ADJOURNMENT

The next regular meeting is TBD