

LINCOLN STATION METROPOLITAN DISTRICT

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

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Wednesday, November 9, 2022

TIME: 10:00 a.m.

LOCATION: Physical Meeting Location:

CliftonLarsonAllen LLP
8390 East Crescent Parkway, Suite 300
Pikes Peak Meeting Room
Greenwood Village, CO 80111

To attend via Microsoft Teams, select this link (or copy link into your browser):

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGZiNDhhMWEtMDcwMi00NjdkLTg2NTAtZGMxYjczMGEzNzIy%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

To attend via telephone, dial 1-720-547-52841 and enter the following:
Phone Conference ID: 749 822 134#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Nathan Melchior	President	May, 2025
Natalie L. Dustman	TBD	May, 2023
James R. Francescon	TBD	May, 2025
Jeremy Bayens	TBD	May, 2025
VACANT	TBD	May, 2023

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, designate 24-hour posting location (District website).
- 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 statements of work for accounting and management services for 2023 (enclosure).
- F. Discuss and consider approval of 2023 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 (Workers' Compensation document enclosed; 2023 Insurance Property & Liability documents to be distributed).

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 November 10, 2021 Regular Meeting Minutes (enclosure).
2. Consider approval and/or ratify claims totaling \$554,526.19 (enclosure).
3. Ratify approval of First Amendment to 2022 General Maintenance Services Contract with CDR Construction, LLC dated April 25, 2022 (enclosure).
4. Ratify approval of Work Order Contract with Tryg Group, LLC for 2022 HVAC maintenance services (enclosure).
5. Ratify approval of Quarterly Maintenance Program for 2022 with Reidy Metal Services, Inc. for refinishing and maintaining architectural metals (enclosure).
6. Ratify approval of First Amendment to the Snow Management Services Contract with Snow Management Services, LLC, dated March 4, 2022 (enclosure).
7. Ratify approval of 2021 Audit and its submission (enclosure).
8. Ratify approval of Broker of Record Letter for TCW Risk Management (enclosure).
9. Ratify Task Order Services Contract with C&L Water Solutions, Inc. for storm water maintenance, effective as of April 7, 2022 (enclosure).

- a. Ratify Task Order No.1 to the Task Order Services Contract with C&L Water Solutions, Inc. for storm water maintenance in the amount of \$10,950.00 (enclosure).
 - b. Ratify Task Order No. 2 to the Task Order Services Contract with C&L Water Solutions, Inc. for storm water maintenance in the amount of \$23,385.00 (enclosure).
 - c. Ratify First Amendment to Task Order Services Contract with C&L Water Solutions, Inc. for storm water maintenance, effective May 3, 2022 (enclosure).
10. Ratify First Amendment to Security Services Contract with Advantage Security, LLC dated July 5, 2022 (enclosure).
11. Consider approval and/or ratify the following Agreements for 2022-2023 services:
- a. 2023 Security Services Contract with Advantage Security, LLC (enclosure).
 - b. First Amendment to the Janitorial Services Contract with Roth Property Maintenance, LLC, effective January 1, 2023 (enclosure).
 - c. Work Order Contract with Bristol Botanics, Inc. for 2022-2023 exterior holiday décor (enclosure).
 - d. Landscaping Services Contract with Brightview Landscape Services, Inc. for 2023 landscaping maintenance (enclosure).
 - e. Second Amendment to 2023 General Maintenance Services Contract with CDR Construction, LLC (enclosure).
 - f. Work Order Contract with Reidy Metal Services for quarterly maintenance program (enclosure).
 - g. Amendment to Work Order Contract with Tryg Group, LLC for HVAC maintenance (enclosure).

III. FINANCIAL MATTERS

- A. Discuss Bond refunding options (enclosure).
- B. Review and consider acceptance of September 30, 2022 Unaudited Financial statements and Cash Position Report (enclosure).
- C. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution No. 2022-11-01 to Adopt the 2023 Budget, Appropriate Sums of Money and Set Mill Levies (enclosures).
- D. Discuss statutory requirements for an audit. Consider approving audit engagement with Wipfli, LLP for 2022 audit services in the amount of \$5,100 and authorize its submittal (to be distributed).
- E. Appointment of Board member to sign the DLG-70 Certification of Tax Levies.

F. Other.

IV. LEGAL MATTERS

- A. Consider adoption of Resolution No. 2022-11-02 Annual Administrative Resolution (enclosure).
 - a. Set regular meeting date(s) and location – Second Wednesday in November 2023, at 10:00 a.m., at the offices of CliftonLarsonAllen LLP.
 - b. Election of Officers.
- B. Consider adoption of Resolution No. 2022-11-03 Calling a Regular Election for Directors on May 2, 2023, appointing the 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.
- C. Review and consider approval of 2023 rates for legal services with Icenogle Seaver Pogue, P.C. (enclosure).
- D. Legislative Report.
 - a. 2022 Legislative Memorandum (enclosure).
 - b. Update regarding SB 21-262 Website Compliance.
- E. Update on Agreement with Century Communities regarding storm drainage under the parking garage.

V. MANAGER MATTERS

- A. Discuss vacant Board position.
- B. Garage safety update (enclosure).
- C. Other.

VI. DIRECTOR MATTERS

- A. Other.

VII. OTHER BUSINESS

- A. Other.

VIII. ADJOURNMENT

The next regular meeting is TBD