

MEADOWBROOK CROSSING METROPOLITAN DISTRICT

121 S. Tejon St., Suite 1100
Colorado Springs, Colorado 80903
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meadowbrookcrossingmetrodistrict.org

TOWN HALL ANNUAL MEETING AND NOTICE OF REGULAR MEETING AND AGENDA

DATE: Wednesday, October 25, 2023
TIME: 1:00 p.m.
LOCATION: Susemihl, McDermott & Downie, P.C.
660 Southpointe, Suite 210
Colorado Springs, Colorado 80906

And VIA Microsoft Teams

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

1. To attend via Microsoft Teams Videoconference use the below link:

ACCESS: https://teams.microsoft.com/l/meetup-join/19%3ameeting_MjhiNGI3ZDctMDE3MS00NWU1LThhNzYtZmNINGlwMDY1ZjJh%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d

2. To attend via telephone, dial 720-547-5281 and enter the following additional information: Conference ID: 597 155 420#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Deirdre Aden-Smith	President	May, 2027
Rebecca Mientka	Vice President	May, 2027
Michaele Salsgiver	Secretary/Treasurer	May, 2027
Melissa Harrison	Assistant Secretary	May, 2025
Kelly Nelson	Assistant Secretary	May, 2025

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. Review and consider approval of minutes from the June 28, 2023 regular Board meeting (enclosure).
- F. Discuss and consider approval of 2024 insurance renewal. 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 Comp enclosed; P&L to be distributed).

II. FINANCIAL MATTERS

- A. Review and consider acceptance of Cash Position as of June 30, 2023, updated as of October 4, 2023, and the Property Taxes Reconciliation (enclosures).
- B. Review and consider ratification of previous and approval of current claims (enclosure).
- C. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosure).
- D. 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.
- E. Consider appointment of District Accountant to prepare 2025 Budget.
- F. Consider approval of the engagement letter with Biggs Kofford to prepare the 2023 Audit (enclosure).

III. LEGAL MATTERS

IV. MANAGER MATTERS

- A. Covenant enforcement update (enclosure).
- B. Consider approval of CliftonLarsonAllen LLP Master Service Agreement (“MSA”) and related Statements of Work (MSA to be distributed):
 - 1. SD Preparation Services (Accounting) (to be distributed).
 - 2. SD Payroll Services (to be distributed).

3. SD Public Management Services (enclosure).
 4. SD Association Management Services (enclosure).
 5. SD Billing Services (enclosure).
- C. Consider Approval of BrightView Landscape Services, Inc. 2024 Landscape Agreement (enclosure).
 - D. Consider Approval of BrightView Landscape Services, Inc. 2023-2024 Snow Removal Agreement (enclosure).
 - E. Consider Proposal for 2024 Management and Maintenance of District Community Website with Heatherly Creative, LLC (enclosure).
 - F. Consider Proposal for winter watering from BrightView Landscape Services, Inc. in the amount of \$5,047.00 (enclosure).
 - G. Review and consider amendment to the Design Guidelines (to be distributed).

V. OTHER BUSINESS

- A. Development Update.

VI. ADJOURNMENT

The next regular meeting is scheduled for November 22, 2023 at 1:00 p.m.