

MEADOWBROOK CROSSING METROPOLITAN DISTRICT

121 S. Tejon St., Suite 1100
Colorado Springs, CO 80903
Phone: 719-635-0330
www.meadowbrookcrossingmetrodistrict.org

NOTICE OF REGULAR MEETING AND AGENDA

DATE: October 30, 2024

TIME: 1:00 p.m.

LOCATION: Susemihl, McDermott & Downie, P.C.
660 Southpointe, Suite 210
Colorado Springs, CO 80906

ACCESS: To attend via Microsoft Teams Videoconference, use the below link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MGZINWEzYmYtNDc1OC00Y2EwLTlkNjktZmVmZWNIODBJZDA5%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

To attend via telephone, dial 720-547-5281 and enter Conference ID 131 878 463#:

<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 September 25, 2024, regular board meeting (enclosure).

- F. Consider adoption of the Resolution Regarding 2025 Annual Administrative Matters (enclosure).

2025 Meeting Dates:

Last Wednesday of each month @ 1:00 p.m.

- G. Discuss 2025 insurance requirements (public officials' liability, general liability, workers' compensation, comprehensive crime. Obtain insurance coverage through the Colorado Special Districts Property and Liability Pool and authorize membership in the Special District Association (enclosure).
- H. Consider approval of CliftonLarsonAllen LLP Statement(s) of Work (enclosures).
- I. Consider approval of BrightView Agreement for Snow Removal (10-1-24-5-31-25) (enclosure)
- J. Consider approval of 2025 BrightView Landscape Services Agreement - \$13,214.40 (enclosure).

II. FINANCIAL MATTERS

- A. Review and ratify approval of interim claims totaling \$32,091.41 (enclosure).
- B. Review and consider acceptance of September 30, 2024 Unaudited Financial Statements, Schedule of Cash Position, Schedule of Property Tax Collections (enclosure).
- C. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget (enclosure).
- D. Conduct Public Hearings on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget, Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures).
- E. Discuss statutory requirements for an audit. Consider approval of engagement letter with BiggsKofford P.C. to prepare 2024 Audit (enclosure).
- F. Appointment of Board member to sign the DLG-70 Certification of Tax Levies.

III. LEGAL MATTERS

- A. Discuss and Consider the adoption of Resolution Calling the May 6, 2025 Regular Election for Directors (enclosure).
- B. Discuss and consider the adoption of Resolution Regarding Colorado Open Records Act Requests (enclosure).

IV. MANAGER MATTERS

- A. Covenant Enforcement Update.

- B. Ratify Accessibility Statement and posting on website (enclosure).
- C. Designate website compliance coordinator.
- D. Consider approval of ADA compliance/remediation proposal with Heatherly Creative, LLC (enclosure).
- E. Authorize Board member or committee to work with district staff to transition website to ADA compliant hosting platform (enclosure).

V. OTHER BUSINESS

- A. Development Update.

VI. ADJOURNMENT

The next scheduled meeting is November 27, 2024 @ 1:00 p.m. (Day before Thanksgiving)