

CASTLE PINES TOWN CENTER METROPOLITAN DISTRICT NOS. 1-3  
8390 E. CRESCENT PKWY., STE. 300  
GREENWOOD VILLAGE, CO 80111  
Phone: 303-779-5710 Fax: 303-779-0348  
[www.castlepinestowncentermds.com](http://www.castlepinestowncentermds.com)

**NOTICE OF SPECIAL MEETING AND AGENDA**

**DATE:** Wednesday, November 2, 2022

**TIME:** 9:00 a.m.

**LOCATION:** via Microsoft Teams

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

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

**ACCESS:** [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZTk4Mzk2OWItNGM0Ni00NmZkLWIwYzEtYzBjYTRhYWVjZmVi%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e93cd08-3bae-48d3-b32e-d8f57cd88c24%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTk4Mzk2OWItNGM0Ni00NmZkLWIwYzEtYzBjYTRhYWVjZmVi%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e93cd08-3bae-48d3-b32e-d8f57cd88c24%22%7d)

2. To attend via telephone, 720-547-5281 and enter the following additional information:

Conference ID: 933 824 846#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Jack A. Vickers	President	May, 2023
Jeffrey J. (Jake) Schroeder	Secretary	May, 2023
Vacant	Treasurer	May, 2025
Matt Buster	Asst. Secretary	May, 2025
Vacant	Asst. 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 November 17, 2021 meeting (enclosed).

F. Review and consider adoption of Resolutions Regarding 2023 Annual Administrative Matters (enclosed).

G. Review and consider adoption of Resolutions Designating Location to Post Notice (enclosed).

H. Review and consider adoption of Resolutions Determining Not to Provide Workers' Compensation Insurance Coverage for Uncompensated Members of the Board of Directors (enclosed).

I. Review and consider approval of CliftonLarsonAllen LLP statement(s) of work (enclosed).

J. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2023 (District Transparency Notices).

K. Discuss and consider approval of 2023 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson Risk Management and authorize membership in the Special District Association.

L. Discuss results of May 3, 2022 Directors' election.

## **II. FINANCIAL MATTERS**

A. Conduct public hearing on the proposed 2023 Budget and consider adoption of Resolution to Adopt the 2023 Budget and Appropriate Sums of Money. Consider approval of Certifications of 2023 Budgets (enclosed).

B. 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.

C. Appointment of Board member to sign the DLG70 Certification of Tax Levies.

D. Consider appointment of District accountant to prepare 2024 Budget.

E. Discuss statutory requirements for an audit. Consider appointment of District Accountant or engagement of outside accountant to prepare Application for Exemption from Audit for 2022.

F. Other.

**III. DISTRICT MATTERS**

A. Consider adoption of Resolution 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 (enclosed). Self-Nomination and Acceptance Forms are due by February 24, 2023. Discuss need for ballot issues and/or questions.

B. Update on District water and sewer infrastructure assets and phasing of infrastructure improvements.

C. Other.

**IV. OTHER BUSINESS**

A. Other.

**V. ADJOURNMENT**

**The next regular meeting is scheduled for Wednesday, December 28<sup>th</sup> at 9:00 a.m.**