

# PALISADE METROPOLITAN DISTRICT NO. 1 (“DISTRICT”)

450 E. 17<sup>th</sup> Avenue, Suite 400  
Denver, Colorado 80203-1254

<https://palisademetropolitandistricts.specialdistrict.net/>

## **NOTICE OF A SPECIAL MEETING AND AGENDA**

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Garrett Baum	President	2025/May 2025
Zachary Knight	Treasurer	2027/May 2027
William Branyan	Assistant Secretary	2025/May 2025
Allison Rochester	Secretary	2025/May 2025
Bonner Gilmore	Assistant Secretary	2027/May 2027

**DATE:** November 8, 2023

**TIME:** 9:30 A.M.

**LOCATION:** You can attend the meeting in any of the following ways:

1. To attend via Zoom videoconference, use the link below.

<https://us02web.zoom.us/j/84381001277?pwd=ZjJXMGZsMTZRCmsydWE5NUFsQWlOQT09>

2. To attend via telephone, dial 1-719-359-4580 and enter the following additional information:

**Meeting ID: 843 8100 1277**

**Passcode: 552796**

### **I. ADMINISTRATIVE MATTERS**

- A. Present Disclosures of Potential Conflicts of Interest.
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- B. Confirm quorum, location of meeting and posting of meeting notices. Approve agenda.
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- C. Public Comment. Matters not specifically included on the Agenda may be addressed. As a courtesy to others, comments shall be limited to three minutes per person.
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- D. Review and consider approval of minutes from the September 13, 2023 special meeting (enclosure).
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- E. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).
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F. Insurance Discussion

- 1. Cyber Security and Increased Crime Coverage.
  - 2. Establish Insurance Committee to make final determinations regarding insurance, if necessary.
  - 3. Authorize renewal of District's insurance and Special District Association (SDA) membership for 2024 (enclosures).
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**II. FINANCIAL MATTERS**

- A. Review and accept the September 30, 2023 unaudited financial statements (enclosure).
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- B. Review and ratify approval of payment of interim (paid) claims in the amount of \$44,530.36 (includes interim and current claims presented at the March 2, 2023 meeting and deferred) (enclosure).
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- C. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution to Amend the 2023 Budget (enclosure).
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- D. Review and consider approval of Operation Funding Agreement by and between the District and Kevamra, LLC (enclosure).
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- E. 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 (enclosures).
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- F. Authorize District Accountant to prepare and sign, and/or appoint Board Member to sign, the DLG-70 Certification of Tax Levies form (“Certification”). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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- G. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan (enclosure).
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- H. Consider appointment of District Accountant to prepare 2025 Budget.
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- I. Consider approval of Engagement Letter by and between the District and Simmons & Wheeler, P.C. for performance of the 2023 Audit (to be distributed).
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- J. Review and consider approval of Special Districts Master Services Agreement and Special Districts Preparation Statement of Work by and between the District and CliftonLarsonAllen LLP for 2024 Accounting Services (to be distributed).
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- K. Discuss matters related to Palisade Metropolitan District No. 2’s proposed bond issuance. Authorize any necessary actions in connection therewith.
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**III. LEGAL MATTERS**

- A. Discuss tract ownership and status of conveyance of tract(s) to the District.
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1. Review and consider acceptance of A Narrative Appraisal Report – Weldford Farm Dancehall/Barn (enclosure).
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2. Discuss and consider approval of conveyance of the Weldford Farm Dancehall/Barn pursuant to a Bill of Sale and Special Warranty Deed from Kevamra, LLC to the District and authorize any necessary actions in connection with said conveyance.
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- B. Discuss status of conveyance of public improvements to the District.

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- C. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2024 (District Transparency Notice).

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- D. Discuss and consider adoption of Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).

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**IV. CONSTRUCTION MATTERS**

- A. Discuss matters relative to District construction process and authorize necessary actions in connection therewith.

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**V. OPERATIONAL MATTERS**

- A. Discuss status of operations and maintenance by Palisade Metropolitan District No. 2.

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**VI. OTHER BUSINESS**

- A. None.

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**VII. ADJOURNMENT**

**THERE ARE NO REGULAR MEETINGS SCHEDULED FOR THE REMAINDER OF 2023.**