

PROLOGIS CENTRAL PARK BUSINESS CENTER METROPOLITAN DISTRICT (F/K/A SBC METROPOLITAN DISTRICT)

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 • 800-741-3254
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<https://sbcmd.colorado.gov/>

NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Keiffer Garton	President	2025/May 2025
Katie Kier	Treasurer	2025/May 2025
VACANT		2025/May 2025
VACANT		2027/May 2027
VACANT		2027/May 2027
David Solin	Secretary	non-elected position

DATE: Tuesday, November 12, 2024

TIME: 1:00 p.m.

PLACE: via Zoom

** Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (dsolin@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

Join Zoom Meeting:

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

Dial In: 1-719-359-4580

Meeting ID: 546 911 9353

Passcode: 912873

I. PUBLIC COMMENTS

- A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per speaker.
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II. 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. Review and approve the Minutes from the June 26, 2024 Special Meeting (enclosure).
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- D. Discuss vacancies on the Board and consider the appointment of eligible elector, Relina Dajani, to the Board of Directors of the District. (Notice of Vacancy published October 21, 2024). Administer Oaths of Office.
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- E. Consider appointment of Officers:

President _____

Treasurer _____

Secretary _____

Asst. Secretaries _____

- F. Discuss business to be conducted in 2025 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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- G. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (District Transparency Notice).
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- H. Authorize renewal of District’s insurance and Special District Association (SDA) membership for 2025.
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- I. Website Accessibility Discussion.

1. Establish Website Accessibility Committee or authorize District Manager to make final determinations regarding engagement and/or termination of service providers, if necessary.
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III. FINANCIAL MATTERS

- A. Review and ratify approval of the payment of claims as follows (enclosures):

Fund	Period Ending July 31, 2024	Period Ending Aug. 31, 2024	Period Ending Sept. 30, 2024	Period Ending Oct. 31, 2024
General	\$ 47,151.71	\$ 42,987.48	\$ 32,607.24	\$ 36,034.65
Debt Service	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Total	\$ 47,151.71	\$ 42,987.48	\$ 32,607.24	\$ 36,034.65

- B. Review and accept unaudited financial statements for the period ending September 30, 2024 and Cash Position Statement dated September 30, 2024 (to be distributed).

- C. Discuss statutory requirements for an audit. Consider the engagement of Boggs Kofford P.C. to perform the 2024 Audit (enclosure).

- D. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.

- E. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures - preliminary assessed valuations, 2025 draft Budget and Resolutions).

- F. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”), and direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.

- G. Consider appointment of District Accountant to prepare the 2026 Budget and set date for public hearing to adopt the 2026 Budget.

- H. Review and consider approval of Special Districts Preparation Statement of Work (SOW) between the District and CliftonLarsonAllen LLP for 2025 Accounting Services (to be distributed).

IV. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Director Election and consider adoption of Resolution Calling May 6, 2025 Election for Directors, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination Forms are due by February 28, 2025 (enclosure). Discuss the need for ballot issues and/or questions.

V. CAPITAL IMPROVEMENTS

- A. Discuss capital improvement projects.

VI. OPERATIONS AND MAINTENANCE

- A. Review and consider approval of Change Order No. 1 to Service Agreement for 2022/2023 Snow Removal Services between the District and Rocky Mountain Parking Lot Services, Inc. for Snow Removal Services for 2024/2025 (enclosure).
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- B. Ratify approval of Service Agreement for 2024 Detention Pond Maintenance Services between the District and EMR Enterprises, LLC (to be distributed).
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VII. OTHER BUSINESS

- A. _____

VIII. ADJOURNMENT: **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2024.**

Informational Enclosure:

- Memo regarding New Rate Structure from Special District Management Services, Inc.