

PRAIRIE CENTER METROPOLITAN DISTRICT NO. 5

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NOTICE OF REGULAR MEETING AND AGENDA

| | | |
|----------------------------|----------------|-------------------------|
| <u>Board of Directors:</u> | <u>Office:</u> | <u>Term/Expiration:</u> |
| Michael Tamblyn | President | 2025/May 2025 |
| Rick Merkel | Treasurer | 2025/May 2025 |
| <i>VACANT</i> | | 2025/May 2025 |
| <i>VACANT</i> | | 2027/May 2025 |
| <i>VACANT</i> | | 2027/May 2025 |
| | Secretary | |

DATE: November 9, 2023

TIME: 11:00 A.M.

PLACE: Zoom Meeting: This meeting will be held via Zoom without any individuals (neither District representatives nor the general public) attending in person. The meeting can be joined through the directions below:

Zoom information:

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRtWkRyUjZZZc1VMWTJFZjFHdz09>

Meeting ID: 862 6755 0643

Passcode: 987572

Dial in: 1-719-359-4580

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Approve Agenda, confirm location of the meeting and posting of meeting notices, and designate 24 hour posting location.

C. Review and approve minutes of the November 10, 2022 Regular Meeting (enclosure).

D. Discuss results of cancelled May 2, 2023 Regular Directors' Election (enclosure).

- E. Acknowledge resignation of Ann Finn as District Secretary, and consider appointment of Peggy Ripko as new District Secretary.

- F. Consider appointment of Officers:

President _____
Treasurer _____
Secretary _____
Asst. Secretary _____

- G. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution No. 2023-11-__; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

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

I. **Insurance Matters:**

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

II. PUBLIC COMMENTS

A. _____

III. FINANCIAL MATTERS

- A. Ratify approval, execution and filing of Application for Exemption from Audit for 2022 (enclosure).

- B. Conduct Public Hearing to consider Amendment to 2023 Budget and (if necessary) consider adoption of Resolution to Amend the 2023 Budget and Appropriate Expenditures.

- 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 (for General Fund _____, Debt Service Fund _____ and Other Fund(s) _____ for a total mill levy of _____) (enclosures – preliminary assessed valuation and resolutions – draft 2024 Budget).

- D. Authorize District Accountant to prepare and 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.

- E. Consider appointment of District Accountant to prepare the 2025 budget.

- F. Consider appointment of District Accountant to prepare the Application for Exemption from Audit for 2023.

- G. Review and consider approval of Statement of Work (“SOW”) between the District and CliftonLarsonAllen LLP for 2024 Accounting Services (enclosure).

IV. LEGAL MATTERS

- A. Discuss and consider engagement of Ballard Spahr LLP as Bond Counsel, and authorize execution of Bond Counsel Engagement Agreement.

- B. Discuss and consider adoption of Resolution No. 2023-11-____, Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).

V. OTHER BUSINESS

- A. _____

VI. ADJOURNMENT ***THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2023.***

Informational Enclosure:

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