

BROOMFIELD TOWN SQUARE METROPOLITAN
DISTRICT NOS. 1 AND 2
450 E. 17th Avenue, Suite 400
Denver, Colorado 80203
Phone: 303-592-4380

<https://md.broomfieldtownsquare.net/>

NOTICE OF JOINT SPECIAL MEETING AND AGENDA

DATE:	Thursday, November 2, 2023
TIME:	2:30 p.m.
PLACE:	<u>THIS MEETING WILL BE HELD BY VIDEO/TELEPHONIC MEANS WITHOUT ANY INDIVIDUALS (NEITHER DISTRICT REPRESENTATIVES NOR THE GENERAL PUBLIC) ATTENDING IN PERSON.</u>
ACCESS	<p>You can attend the meeting in any of the following ways:</p> <ol style="list-style-type: none"> 1. To attend via Zoom Videoconference, email cwill@specialdistrictlaw.com to obtain a link to the videoconference. 2. To attend via telephone, dial 1-253-215-8782 and enter the following information: Meeting ID 871 6656 2182 / Passcode 673662

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Timothy Fredregill	President	May, 2025
Joseph Vostrejs	Treasurer / Secretary	May, 2025
Bryon White	Assistant Secretary	May, 2027
Patricia McHenry	Assistant Secretary	May, 2027
Rod Wagner	Assistant Secretary	May, 2027

I. ADMINISTRATIVE MATTERS

A. Present disclosures of potential conflicts of interest.

B. Confirm quorum, location of meeting and posting of meeting notices. Approve agenda.

- C. 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.
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- D. Review and consider approval of minutes from the October 25, 2022, regular meeting and September 11, 2023 special meeting (enclosures).
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- E. Discuss business to be conducted in 2024 and location (**virtual/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 (enclosed). [Suggested date for regular meeting: October 22, 2024 at 2:00 p.m. via Zoom]
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- F. Insurance Discussion

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

A. Ratify appointment of District Counsel to prepare 2024 Budget.

B. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution No. 2023-10-____, Resolution to Amend the 2023 Budget.

C. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution No. 2023-10-____ to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution No. 2023-10-____ to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions).

D. Authorize District Counsel to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.

E. Consider appointment of District Counsel or District Accountant to prepare 2025 Budget.

F. Discuss statutory requirements for an audit. Consider engagement of Simmons & Wheeler, P.C. to prepare Application for Exemption from Audit for 2023.

G. Discuss and consider establishment of the Districts' operating account(s) and authorize Board Members to be signers on the account (with all checks requiring two signatures).

III. LEGAL MATTERS

- A. **[District No. 1 only]** Discuss and consider approval of First Amendment to Operation Funding Agreement between the District and Broomfield Town Square Alliance (if necessary).

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

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

- D. Discuss status of Public Infrastructure Financing.

- 1. Discuss status of Urban Renewal Matters.

- 2. Discuss status of Business Improvement District Organization.

- 3. Discuss status of inclusions.

- 4. Discuss status of financing agreements.

5. Discuss status of bond issuance.

IV. OTHER BUSINESS

A. Discuss project status.

B. Other.

V. ADJOURNMENT

THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2023.