

# AIRWAYS BUSINESS CENTER METROPOLITAN DISTRICT

8390 E. CRESCENT PKWY., STE. 300  
GREENWOOD VILLAGE, CO 80111  
303-779-5710 (O) 303-779-0348  
<https://www.airwaysbcmnd.org>

## NOTICE OF REGULAR MEETING AND AGENDA

**DATE:** Tuesday, October 10, 2023

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

**LOCATION:** Via Microsoft Teams

1. Online Microsoft Teams Meeting – via link below:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ODdIMmU1ODYtN2U4Ny00ZTE0LTg5MzctYTcxN2MwMmFIMjFI%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ODdIMmU1ODYtN2U4Ny00ZTE0LTg5MzctYTcxN2MwMmFIMjFI%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d)

**ACCESS:**

### **Or call in (audio only)**

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

Conference ID: 692 961 564#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Jill Petrykowski	President	May 2027
VACANCY	Secretary	May 2025
VACANCY	Treasurer	May 2025
VACANCY	Assistant Secretary	May 2025
VACANCY	Assistant Secretary	May 2027

## **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, posting of meeting notices, and designate 24-hour posting location. Approve agenda.

- D. Discuss results of May 2, 2023 Cancelled Regular Directors’ Election.
- E. Consider appointment of officers.

President:

Secretary:

Treasurer

Assistant Secretary:

Assistant Secretary:

- F. 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.

- G. Review and consider approval of Minutes of the October 11, 2022 Regular Meeting (enclosed).
- H. Discuss business to be conducted in 2024 and schedule regular Board meetings. Consider adoption of Resolution No.2023-10-01 Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure). Appoint representative to post notices within the District.
- I. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2024 (District Transparency Notice).
- J. Discuss requirements of Section 32-1-306, C.R.S. and direct staff regarding compliance for 2023 (Annual Map Filing).
- K. 2024 insurance renewal.
  - a. Discuss cyber security and consider increased crime coverage.
  - b. Authorize renewal of insurance coverage through the Colorado Special Districts Property and Liability Pool authorize renewal of membership in the Special District Association for 2024 (enclosure).

**II. FINANCIAL MATTERS**

- A. Ratify Interim Claims (enclosure).
- B. Consider Acceptance of July 31, 2023 Unaudited Financial Statements and October 2023 Cash Position Report (enclosure).

- C. Accept 2022 Audit Exemption (enclosure).
- D. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution No. 2023-10-\_\_\_ to Amend the 2023 Budget.
- E. 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).
- F. 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.
- G. Consider appointment of District Accountant to prepare 2025 Budget.
- H. Discuss statutory requirements for an audit. Consider appointment of District Accountant to prepare Application for Exemption from Audit for 2023.

### **III. MANAGER MATTERS**

- A. Review and consider approval of CliftonLarsonAllen LLP Master Services Agreement and related Statement(s) of Work (enclosure).

### **IV. LEGAL MATTERS**

- A. Consider engagement of Martinson Snow Removal, Inc. d/b/a Martinson Services for 2024 landscaping and snow removal services (enclosure).
- B. Discuss and consider adoption of Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).
- C. Discuss potential dissolution of District.

### **V. DIRECTOR MATTERS**

### **VI. OTHER BUSINESS**

### **VII. ADJOURNMENT**

**There are no more regular meetings scheduled for 2023.**