

# SOUTHGLENN METROPOLITAN DISTRICT

8390 E. Crescent Parkway, Suite 300

Greenwood Village, CO 80111

Phone: 303-779-5710

## **NOTICE OF REGULAR MEETING AND AGENDA**

**DATE:** December 2, 2024

**TIME:** 10:00 a.m.

**LOCATION:** Via Microsoft Teams Videoconference

**ACCESS:** To attend via Microsoft Teams Videoconference, use the below link:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZDZmMDc1NTQtMzRkNy00M2NiLTg1NzAtZjMzZmFkOTZkODFj%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%221f1b712c-e235-4dd5-b5c5-d830e47350db%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZDZmMDc1NTQtMzRkNy00M2NiLTg1NzAtZjMzZmFkOTZkODFj%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%221f1b712c-e235-4dd5-b5c5-d830e47350db%22%7d)

To attend via telephone, dial 720-547-5281 and enter Conference ID: 666 834 73#

### **Board of Directors**

David Goldberg  
Douglas Hatfield  
Tim O'Connor  
Vacant  
Vacant

### **Office**

President  
Secretary  
Treasurer  
Director  
Director

### **Term Expires**

May, 2027  
May, 2027  
May, 2027  
May, 2025  
May, 2025

## **I. ADMINISTRATIVE MATTERS**

- A. Call to order and confirm quorum.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm location of meeting and posting of meeting notice.
- D. Approval of agenda.
- E. Public comment.

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 person.

- F. Consider adoption of the Resolution Regarding 2025 Annual Administrative Matters (enclosure).
  1. Confirm 2025 meeting dates and time:
  2. Discuss 2025 Annual meeting date and time:

**II. CONSENT AGENDA** – The items listed below are a group of items to be acted on with a single motion and vote by the Board. An item may be removed from the consent agenda to the regular agenda, if desired. Items on the consent agenda are then voted on by a single motion, second, and vote by the Board.

- A. Approval of Minutes from the July 22, 2024 Regular meeting and the July 22, 2024 Annual meeting (enclosures).
- B. Ratify claims in the amount of \$69,818.32 (enclosure).
- C. Ratify 2023 Annual Report (enclosure).
- D. Ratify 2023 Audit (enclosure).
- E. Review and consider the adoption of Amended and Restated Resolution Adopting a Public Records Request Policy (enclosure).

**III. FINANCIAL ITEMS**

- A. Review and consider acceptance of September 30, 2024 Unaudited Financial Statements (enclosure).
- B. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.
- C. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money (enclosures).
- D. Discuss statutory requirements for an audit. Review and consider approval of engagement letter with Fiscal Focus Partners, LLC to prepare the 2024 Audit (enclosure).

**IV. LEGAL MATTERS**

- A. Review and consider adoption of Resolution Calling a Regular Election for Directors on May 6, 2025, appointing the Designated Election Official (“DEO”), notice and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination and Acceptance Forms are due by February 28, 2025. Discuss need for ballot issues and/or questions.
- B. Consider approval of Form of Easement Agreement with Southglenn Property Holdings, LLC and authorize execution (enclosure).
- C. Consider termination of Operations and Maintenance Agreement between the District and Southglenn Property Holdings, LLC dated October 25, 2011 (enclosure).

- D. Consider termination of Management Agreement by and between the District and Alberta Shopping Center Management, LLC dated July 25, 2008, as amended by a First Amendment to Management Agreement dated May 19, 2010.
- E. Consider approval of Funding and Reimbursement Agreement (Operations and Maintenance) with Alberta Shopping Center Management, LLC (enclosure).
- F. Consider approval of Independent Contractor Agreement (Management Services) with Alberta Shopping Center Management, LLC (enclosure).
- G. Authorize execution of Independent Contractor Agreements for Services (including snow removal, porter services, floral, landscape maintenance, etc.).
- H. Other legal matters.

**V. MANAGER ITEMS**

- A. Review and consider approval of CliftonLarsonAllen LLP Statements of Work for 2025 (enclosures).
- B. Review and consider approval of Property and Liability Coverage renewal for 2025. Discuss changes needed to property schedule (if any) (enclosure).
- C. Discuss and consider worker's compensation insurance for 2025 (enclosure).
- D. Consider authorization of renewing membership in the Special District Association for 2025.
- E. Authorize Board member or committee to work with District staff to transition website to ADA compliant hosting platform (enclosures).
  - 1. Discuss and consider approval of Master Service Agreement with Streamline.
- F. Review and consider authorization of website compliance coordinator to obtain a proposal for remediation services for statutorily required documents and authorize Board member to approve proposal.

**VI. DIRECTOR'S ITEMS**

**VII. ADJOURNMENT**

**There are no more regular meetings scheduled for 2024.**