

DOVE VALLEY METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
Tel: 303-987-0835 800-741-3254
Fax: 303-987-2032
<https://dovevalleydistrict.com>

NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Greg L. Armstrong	President	2025/May 2025
Kevin Collins	Treasurer	2025/May 2025
Megan Murphy	Assistant Secretary	2027/May 2027
VACANT		2027/May 2025
VACANT		2025/May 2025
David Solin	Secretary	

DATE: Monday, March 18, 2024

TIME: 1:00 P.M.

PLACE: This meeting will be held via Zoom.

Join Zoom Meeting
<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>
Meeting ID: 546 911 9353
Passcode: 912873
Dial In: 1-719-359-4580

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Approve Agenda and confirm location and posting of meeting notices.

C. Public Comments.

D. Review and approve Minutes of the January 31, 2024 Special Meeting (enclosure).

II. FINANCIAL MATTERS

- A. Ratify approval of payment of claims through the periods ending as follows (enclosure).

Fund	Period Ending Feb. 28, 2024
General	\$ 40,123.99
Debt Service	\$ -0-
Capital Projects	\$ -0-
Total Claims	\$ 40,123.99

- B. Financial Advisory Services

1. Discuss status and timeline for initial report.
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- C. Review Capital Projects summary and determine priority of projects based on projected financial obligations (to be distributed).
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III. LEGAL MATTERS

- A. Discuss status of Intergovernmental Agreement for Dove Creek Trail Project by and among the Southeast Metro Stormwater Authority, the City of Centennial, the District, and the Board of County Commissioners of the County of Arapahoe and discuss related matters.
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1. Discuss potential easement with Cherry Creek Schools relative to the Dove Creek Trail.
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- B. Adjourn to Executive Session to receive legal advice on specific legal questions regarding negotiations with the City of Centennial and Arapahoe County relating to capital projects.
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IV. OPERATIONAL/MAINTENANCE MATTERS

- A. Update regarding status of Fremont Avenue Trail easement acquisition.
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1. Discuss and consider approval of Temporary Construction Easement Agreement (Fremont Avenue Trail) between the District and Contact Media LLC (to be distributed).
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2. Discuss status of Revocable License Agreement between the City of Centennial and the District and discuss related matters.
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- B. Discuss status of construction of the Fremont Avenue Trail and authorize necessary actions in connection therewith.
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- C. Discuss strategic planning.
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V. CAPITAL MATTERS

- A. _____

VI. OTHER MATTERS

- A. _____

- VII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR MAY 20, 2024.**

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE DOVE VALLEY METROPOLITAN DISTRICT HELD JANUARY 31, 2024

A Special Meeting of the Board of Directors (referred to hereafter as the “Board”) of the Dove Valley Metropolitan District (referred to hereafter as the “District”) was convened on Wednesday, January 31, 2024 at 3:00 P.M. This District Board Meeting was held via video/telephone conference. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Greg L. Armstrong
Megan Murphy
Kevin Collins

Also In Attendance Were:

David Solin; Special District Management Services, Inc. (“SDMS”)

Elisabeth A. Cortese, Esq. and Emily Murphy, Esq.; McGeady Becher P.C.

Nichole Kirkpatrick; CliftonLarsonAllen LLP

Don Casper; Donald E. Casper Consulting Services, Inc

Kevin Crehan, Solara Designs, Inc.

ADMINISTRATIVE MATTERS

Disclosure of Potential Conflicts of Interest: Attorney Cortese noted she was in receipt of disclosure of potential conflict of interest statements for Directors Armstrong and Collins and that the statements were filed with the Secretary of State at least seventy-two hours in advance of the meeting. Mr. Solin requested that the Directors review the Agenda for the meeting and advised the Board to disclose any new conflicts of interest with any items scheduled for discussion. No further disclosures were made.

Meeting Location and Posting of Meeting Notices: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District’s board meeting. The Board determined that the meeting would be held via video/telephone conference. Mr. Solin reported that notice was duly posted and that no objections to the video/telephonic manner or location of the meeting or any requests that the video/telephonic manner or location of the meeting be changed by taxpaying electors within the District boundaries have been received.

RECORD OF PROCEEDINGS

Agenda: Mr. Solin distributed for the Board's review and approval a proposed Agenda for the District's Special Meeting.

Following discussion, upon motion duly made by Director Collins, seconded by Director Armstrong and, upon vote, unanimously carried, the Agenda was approved, as amended.

Designation of 24-Hour Posting Location: Following discussion, upon motion duly made by Director Armstrong, seconded by Director Murphy and, upon vote, unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted at least 24-hours prior to each meeting on the District's website at: <https://dovevalleydistrict.com/metro-district/>. If posting on the website is unavailable, notice will be posted within the boundaries of the District at the Arapahoe County Justice Center, 7325 S. Potomac St., Suite 100, Centennial, Colorado.

Public Comments: There were no public comments.

Minutes: The Board reviewed the Minutes of the November 20, 2023 Regular Meeting and the November 20, 2023 Annual Meeting.

Following discussion, upon motion duly made by Director Armstrong, seconded by Director Collins and, upon vote, unanimously carried, the Board approved the Minutes of the November 20, 2023 Regular Meeting and the November 20, 2023 Annual Meeting.

FINANCIAL MATTERS

Claims: The Board considered ratifying the approval of the payment of claims as follows:

Fund	Period Ending Dec. 31, 2023	Period Ending Jan.31, 2024
General	\$ 53,281.70	\$ 67,020.22
Debt Service	\$ -0-	\$ -0-
Capital Projects	\$ -0-	\$ -0-
Total Claims	\$ 53,281.70	\$ 67,020.22

Following review and discussion, upon motion duly made by Director Murphy, seconded by Director Collins and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, as presented.

Unaudited Financial Statements and Schedule of Cash Position: Ms. Kirkpatrick presented to the Board the unaudited financial statements, dated December 31, 2023 and the schedule of cash position, dated December 31, 2023, updated as of January 31, 2024.

RECORD OF PROCEEDINGS

Following review and discussion, upon motion duly made by Director Collins, and seconded by Director Murphy and, upon vote, unanimously carried, the Board accepted the unaudited financial statements, dated December 31, 2023 and the schedule of cash position, dated December 31, 2023 updated as of January 31, 2024, as presented.

Financial Advisory Services: No report from the District’s Financial Advisor was presented.

LEGAL MATTERS

Election Questions: The Board discussed possible questions for future electoral consideration. No action was taken by the Board.

OPERATIONAL/ MAINTENANCE MATTERS

Signalization for Crossing at S. Blackhawk St. and Broncos Parkway: Mr. Crehan and Mr. Casper presented a report regarding signalization for the crossing at S. Blackhawk St. and Broncos Parkway. Mr. Casper noted the City of Centennial’s anticipated schedule for the traffic signal. Following extensive discussion, the Board discussed potential ideas to accelerate the schedule for the traffic signal, as the Board is concerned for the safety of pedestrians at the intersection.

Status of Fremont Avenue Trail Easement Acquisition: Mr. Crehan updated the Board on the status of the acquisition of easements for the Fremont Avenue Trail.

Agreements between EJJ Holdings, LLLP (as Grantor) and the District (as Grantee): Following discussion, upon motion duly made by Director Armstrong, seconded by Director Murphy and, upon vote unanimously carried, the Board approved the following agreements between EJJ Holdings, LLLP (as Grantor) and the District (as Grantee): (1) Temporary Construction Easement Agreement (Fremont Avenue Trail), and (2) Public Use Easement Agreement (Fremont Avenue Trail).

Intergovernmental Agreement for Dove Creek Trail Project by and among the Southeast Metro Stormwater Authority, the City of Centennial, the District, and the Board of County Commissioners of the County of Arapahoe (the “Dove Creek Trail IGA”): Mr. Crehan provided an update on the Dove Creek Trail IGA.

Following discussion, upon motion duly made by Director Armstrong, seconded by Director Murphy and, upon vote unanimously carried, the Board ratified approval of the Dove Creek Trail IGA.

Intergovernmental Agreement – Maintenance Program for Trails between the District and the County of Arapahoe (“IGA – Maintenance Program”): Mr. Crehan provided an update on the status of the IGA – Maintenance Program.

RECORD OF PROCEEDINGS

CAPITAL PROJECTS MATTERS

Service Agreement for Construction Administration and Oversight Services (Fremont Avenue Trail) between the District and Schedio Group LLC: The Board reviewed the Service Agreement for Construction Administration and Oversight Services (Fremont Avenue Trail) between the District and Schedio Group LLC.

Following discussion, upon motion duly made by Director Armstrong, seconded by Director Murphy and, upon vote unanimously carried, the Board approved the Service Agreement for Construction Administration and Oversight Services (Fremont Avenue Trail) between the District and Schedio Group LLC.

OTHER MATTERS

Broncos Parkway Streetlights: Mr. Casper updated the Board regarding the City of Centennial's request to accept the streetlights on Broncos Parkway for ongoing ownership and maintenance.

Following discussion, upon motion duly made by Director Armstrong, seconded by Director Murphy and, upon vote unanimously carried, the Board directed Mr. Casper to continue to work with the City of Centennial on the matter.

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Armstrong, and seconded by Director Murphy and, upon vote, unanimously carried, the meeting was adjourned at 4:26 p.m.

Respectfully submitted,

By _____
Secretary for the Meeting

**Dove Valley Metropolitan District
February-24**

Vendor	Invoice #	Date	Due Date	Amount in USD	Expense Account	Account Number
ACWWA	5096 January 2024	1/31/2024	1/31/2024	\$ 1,471.76	Irrigation	7585-45425-10003
ACWWA	1315 January 2024	1/31/2024	1/31/2024	\$ 210.49	Irrigation	7585-45425-10003
CORE Electric Cooperative	95404011January2024	2/7/2024	2/7/2024	\$ 67.37	Street Lights	7703-45425-10001
CORE Electric Cooperative	23019600January2024	2/13/2024	2/13/2024	\$ 352.53	Street Lights	7703-45425-10001
CORE Electric Cooperative	23019000January2024	1/16/2024	1/16/2024	\$ 25.26	Street Lights	7703-45425-10001
CORE Electric Cooperative	23020100January2024	2/8/2024	2/8/2024	\$ 84.93	Street Lights	7703-45425-10001
Diversified Underground Inc.	29149	1/31/2024	1/31/2024	\$ 7,930.00	Utility Locates	7701-45425-10001
Manhard Consulting	88376	1/18/2024	1/18/2024	\$ 1,412.50	Fremont Ave. Urban Trail	7850-45425-10002
McGeady Becher P.C.	138C 12.23	12/31/2023	12/31/2023	\$ 5,005.69	Legal	7460
Parker Electric Inc.	2901	2/12/2024	2/12/2024	\$ 98.00	Street Lights	7703-45425-10001
Parker Electric Inc.	2902	2/12/2024	2/12/2024	\$ 370.00	Street Lights	7703-45425-10001
Parker Electric Inc.	2900	2/12/2024	2/12/2024	\$ 190.00	Street Lights	7703-45425-10001
Schedio Group LLC	231001-2522	2/5/2024	3/6/2024	\$ 1,458.00	Engineering	7857
Solara Designs	2.5.24	2/5/2024	2/5/2024	\$ 11,031.13	Project Management	7441-45425-10001
Special District Association of Colorado	2024 Renewal	2/14/2024	2/14/2024	\$ 680.25	Dues and membership	7350
Special District Management Services Inc.	1.2024	1/31/2024	1/31/2024	\$ 4,187.40	District management	7440
Special District Management Services Inc.	1.2024	1/31/2024	1/31/2024	\$ 29.10	Miscellaneous	7480
Utility Notification Center of Colorado	224010439	1/31/2024	1/31/2024	\$ 283.80	Utility Locates	7701-45425-10001
Xcel Energy	862694638	1/26/2024	1/26/2024	\$ 184.13	Street Lights	7703-45425-10001
Xcel Energy	862692059	1/26/2024	1/26/2024	\$ 13.33	Street Lights	7703-45425-10001
Xcel Energy	864411607	2/8/2024	2/8/2024	\$ 88.50	Street Lights	7703-45425-10001
Xcel Energy	863312912	2/1/2024	2/1/2024	\$ 3,967.50	Street Lights	7703-45425-10001
Xcel Energy	863587891	2/2/2024	2/2/2024	\$ 690.25	Street Lights	7703-45425-10001
Xcel Energy	862720821	1/26/2024	1/26/2024	\$ 195.30	Street Lights	7703-45425-10001
Xcel Energy	860320859	1/9/2024	1/9/2024	\$ 96.77	Street Lights	7703-45425-10001
				\$ 40,123.99		

**Dove Valley Metropolitan District
February-24**

	<u>General</u>	<u>Debt</u>	<u>Capital</u>	<u>Totals</u>
Disbursements	\$ 32,675.87			\$ 32,675.87
				\$ -
ACWWA, CORE and Xcel Energy-received	\$ 7,448.12	\$ -		\$ 7,448.12
Total Disbursements from Checking Acct	\$ 40,123.99	\$0.00	\$ -	\$ 40,123.99