

# 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
<b>VACANT</b>		2027/May 2025
<b>VACANT</b>		2025/May 2025
David Solin	Secretary	

DATE: Monday, November 18, 2024

TIME: 1:00 P.M.

PLACE: Zoom Meeting: The meeting can be joined through the directions below.

*\* Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (dsolin@sdmsi.com or 303-987-0835) of their specific need(s) before the 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.

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

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C. Review and approve the Minutes of the September 16, 2024 Regular Meeting (enclosure).

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D. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and times (suggested dates are January 13, 2025, March 17, 2025, July 14, 2025, September 15, 2025 and November 17, 2025, all at 1:00 p.m.) and consider adoption of Resolution No. 2024-11-01; Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

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E. **Insurance Matters:**

1. Authorize renewal of the District’s insurance and Special District Association (“SDA”) membership for 2025.
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F. **Website Accessibility Matters:**

1. Discuss website accessibility matters.
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2. Establish Website Accessibility Committee to make final determinations regarding engagement and/or termination of service providers, if necessary.
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II. PUBLIC COMMENTS

- A. 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.
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III. FINANCIAL MATTERS

- A. Review and ratify approval of payment of claims as follows (enclosures):

Fund	Period ending Sept. 30, 2024	Period ending Oct. 31, 2024
General	\$ 626,719.42	\$ 715,436.24
Debt	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-
<b>Total</b>	<b>\$ 626,719.42</b>	<b>\$ 715,436.24</b>

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- B. Review and accept unaudited financial statements (to be distributed).
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- C. Review and consider ratifying approval of 2023 Audit and authorization of execution of Representations Letter (enclosure – final audit).
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- D. Consider engagement of independent accountant for preparation of 2024 Audit (to be distributed).
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- E. Review Capital Projects Summary and determine priority of projects based on projected financial obligations (to be distributed).
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- F. Conduct Public Hearing to consider Amendment of 2024 Budget and consider adoption of Resolution No. 2024-11-\_\_, Resolution to Amend the 2024 Budget and Appropriate Expenditures (enclosure – Resolution).
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- G. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution No. 2024-11-\_\_, Resolution to Adopt the 2025 Budget and Appropriate Sums of Money, and Resolution No. 2024-11-\_\_, Resolution to Set Mill Levies, for General Fund \_\_\_\_, Debt Service Fund \_\_\_\_, and Other Fund(s) \_\_\_\_ for a total mill levy of \_\_\_\_ (enclosures – preliminary AV, draft 2025 Budget, and Resolutions).
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- H. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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- I. Review and consider approval of Statement of Work (SOW) between the District and CliftonLarsonAllen LLP for 2025 Accounting Services (enclosure).
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- J. Consider appointment of the District Accountant to prepare the 2026 Budget and set the date for a Public Hearing to adopt the 2026 Budget for November 17, 2025, at 1:00 p.m., to be held via videoconference.
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#### IV. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Directors’ Election and consider adoption of Resolution No. 2024-11-\_\_, Resolution Calling a Regular Election for Directors on May 6, 2025, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination Forms are due by February 28, 2025. Discuss the need for ballot issues and/or questions.
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- B. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (Transparency Notice).
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V. OPERATIONAL/MAINTENANCE MATTERS

A. Discuss strategic planning.

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B. Discuss and consider approval of proposal from Lotito Brothers for median refresh for Median 2, in the amount of 56,567.23, and authorize execution of Service Agreement between Lotito Brothers and the District regarding same (enclosures – proposal and median landscape plan).

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C. Discuss and consider approval of Service Agreement for Monument Sign Repairs between the District and Colorado Lighting, Inc., d/b/a CLI Services.

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D. Discuss status of roadway and signalization within the District.

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VI. CAPITAL MATTERS

A. Update regarding status of Fremont Avenue Trail Construction

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1. Review and consider approval of Change Order No. 1 to the Construction Agreement between the District and Snyder Building Construction LLC, for Additional Concrete STA 42+00 Thru 51+50 in the amount of \$18,262.38 (enclosure).

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2. Review and consider approval of Change Order No. 2 to the Construction Agreement between the District and Snyder Building Construction LLC, for Irrigation System Modification and Seed and Mulch STA 13+00 to STA 14+25 in the amount of \$5,200.44 (enclosure).

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3. Review and consider ratification of approval of Change Order No. 3 to the Construction Agreement between the District and Snyder Building Construction LLC, for Inlet Structure Redesign and Construction STA 57+00 in the amount of \$26,570.47 (enclosure).

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VII. OTHER BUSINESS

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VIII. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2024.**

Informational Enclosure:

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