

PRAIRIESTAR METROPOLITAN DISTRICT NO. 3

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
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<https://praiestarmetrodistrict.specialdistrict.net/>

NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Scott Sarbaugh	President	2025/May 2025
Neil Almy	Treasurer	2025/May 2025
Jennifer Davis	Assistant Secretary	2027/May 2027
Richard McCabe	Assistant Secretary	2025/May 2025
Kathy Sidney	Assistant Secretary	2027/May 2027
Peggy Ripko	Secretary	

DATE: Wednesday, December 6, 2023

TIME: 2:30 P.M.

LOCATION: ZOOM

THIS MEETING WILL BE HELD BY VIDEO/TELEPHONIC MEANS:

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRtWkRyUIZZc1VMWTJFZjFHdz09>

Meeting ID: 862 6755 0643

Passcode: 987572

Dial in: 1-719-359-4580

I. ADMINISTRATIVE MATTERS

- A. Confirm quorum and Present Disclosures and Potential Conflicts of Interest.

- B. Approve Agenda, confirm location of the meeting, posting of meeting notice and designate 24-hour posting location.

- C. Discuss results of the May 2, 2023 Regular Director Election (enclosure).

- D. Consider appointment of Officers:

President _____

Treasurer _____

Secretary _____

Asst. Secretary(ies) _____

- E. Review and consider approval of the November 16, 2022 Regular Meeting Minutes (enclosure).
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- F. Discuss business to be conducted in 2024 and location (virtual and/or physical) of meetings. Schedule regular meeting dates and consider adoption of Resolution No. 2023-11-01; Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).
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- G. Insurance discussion
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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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- H. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2024 (District Transparency Notice).
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II. PUBLIC COMMENT

- A. Public Comment.
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III. FINANCIAL MATTERS

- A. Ratify approval of the 2022 Audit and execution of the Representations Letter (enclosures).
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- B. Review and accept unaudited financial statements through the period ending September 30, 2023 (enclosure).
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- C. Review and ratify approval of the payment of claims through the period ending September 30, 2023 as follows (enclosure):

General Fund:	\$	23,829.69
Debt Service Fund:		-0-
Capital Projects Fund:		-0-
Total:	\$	<u>23,829.69</u>

- D. Consider appointment of District Accountant to prepare and file the 2023 Audit Exemption Application.
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- E. Conduct Public Hearing to consider Amendment to 2023 Budget and (if necessary) consider adoption of Resolution to Amend the 2023 Budget and Appropriate Expenditures.
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- F. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution No. 2023-11-02 to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution No. 2023-11-03 to Set Mill Levies (for General Fund _____, Debt Service Fund _____ for a total mill levy of _____) (enclosures – preliminary assessed valuation, 2024 draft Budget and resolution).
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1. Review and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan, if necessary.
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- G. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.
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- H. Consider appointment of District Accountant to prepare the 2025 Budget and set the date for public hearing to adopt the 2025 Budget (October 16, 2024).
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IV. LEGAL MATTERS

- A. Discuss and consider adoption of Resolution No. 2023-11-____, Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).
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- B. Review and consider the engagement of Generation Web, Inc. for website creation and maintenance services and authorize necessary actions in connection therewith (enclosure).
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- C. Review and consider approval of the First Amendment to Amended and Restated Operation Funding Agreement between the District and PrairieStar, Inc. (enclosure).
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V. OTHER BUSINESS

- A. _____

VI. ADJOURNMENT **NO FURTHER MEETINGS ARE SCHEDULED FOR 2023.**

Informational Enclosure:

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