

**NOTICE OF REGULAR MEETING & AGENDA
ESTANCIA METROPOLITAN DISTRICT**

<https://estanciametrodistrict.com/>

This meeting will be held via teleconferencing and can be joined through the directions below:

<https://us06web.zoom.us/j/88550530095?pwd=t4bNvXXFaMVChLjX7HbBxaGF3saEuR.1>

Meeting ID: 885 5053 0095
Passcode: 242731
Call-In Number: 1-720-707-2699

Wednesday, October 9, 2024
1:00 P.M.

Jason Dassinger, President	Term to May 2027
Paul Andrade, Secretary	Term to May 2025
Richard Giardina, Assistant Secretary	Term to May 2025
VACANCY	Term to May 2027
VACANCY	Term to May 2027

AGENDA

1. ADMINISTRATIVE MATTERS

- a. Call to Order
- b. Declaration of Quorum and Confirmation of Director Qualifications
- c. Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest
- d. Approval of Agenda
- e. Consider Appointment to Fill Board Vacancy
 - i. Election of Officers

2. PUBLIC COMMENT (Items not on the Agenda; Comments limited to three minutes per person)

3. CONSENT AGENDA ITEMS (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event the item will be removed from the Consent Agenda and considered in the regular agenda.)

- a. Approval of Minutes from July 24, 2024 Regular Meeting (**enclosure**)
- b. Ratification of Payment of Claims as of October 9, 2024 (\$32,437.43) (**enclosure**)
- c. Acceptance of Unaudited Financial Statements as of June 30, 2024 (**enclosure**)
- d. Ratification of 2023 Audit (**enclosure**)
- e. Adoption of Resolution No. 2024-10-01: Amended and Restated Public Records Request Policy (**enclosure**)
- f. Approval of Addendum No. 6 to Independent Contractor Agreement with Keesen for 2024 Landscape Maintenance Services for Downed Tree Removal (\$1,255.73) (**enclosure**)
- g. Approval of Independent Contractor Agreement with Keesen Landscape Management, Inc. (“Keesen”) for Snow Removal Services for 2024-2025 Winter Season (**proposal enclosed**)
- h. Approval of Independent Contractor Agreement with Keesen for 2025 Landscape Maintenance Services (**proposal enclosed**)
- i. Approval of Addendum No. 1 to Independent Contractor Agreement with Keesen for 2025 Landscape Maintenance Services for Plant Health Care (\$1,056.08) (**enclosure**)

- j. Approval of Addendum No. 2 to Independent Contractor Agreement with Keesen for 2025 Landscape Maintenance Services for Detention Pond Cleanout and Native Mowing (\$7,324.13) (**enclosure**)
- k. Approval of Addendum No. 3 to Independent Contractor Agreement with Keesen for 2025 Landscape Maintenance Services for Native Weed Spray (\$4,555.54) (**enclosure**)
- l. Approval of Addendum No. 4 to Independent Contractor Agreement with Keesen for 2025 Landscape Maintenance Services for Winter Watering (if necessary) (\$2,127.66) (**enclosure**)
- m. Acknowledgement Termination of Independent Contractor Agreement with Farnsworth Group, Inc. for Design Architectural Services
- n. Approval and Renewal of Consultant Agreements for 2025 Services (copies of all agreements available upon request; no changes in scope or fees unless otherwise noted. New agreements to be signed with District as necessary):
 - i. Simmons & Wheeler, P.C. for Accounting Services
 - ii. WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, for General Counsel and Management Services
 - iii. Seipp Enterprises, Inc., d/b/a High Plains Sanitation Services, for On-Site Wastewater Treatment System Inspection and Pumping Services
 - iv. Heatherly Creative, LLC for Ongoing Maintenance of Website
 - v. Flock Group, Inc. for License Plate Recognition Camera Services
 - vi. Waste Management of Colorado for Trash Removal Services

4. DISTRICT MANAGER MATTERS (Enclosure – Management Report)

- a. General Update
- b. Discuss Design Review Committee and Consider Appointments
 - i. Consider Approval of Proposal from The Connexion Group, LLC for Design Review Services (**enclosure**)
- c. Consider Adoption of Resolution No. 2024-10-02: 2025 Annual Administrative Resolution (**enclosure**)
- d. Discuss Status of Website Accessibility and Document Remediation (**enclosure**)
- e. Discuss Landscaping Enhancements along Arapahoe Road
 - i. Consider Approval of Proposal from Keesen for Removal of Dead Pear Trees and Removal of Tree Stakes on Older Trees (\$700.00) (**enclosure**)
- f. Discuss Status of Proposals for Engineering Services for Assessment of Brick Wall along Arapahoe Road
- g. Update on Onsite Wastewater Treatment System Maintenance Access Issues

5. FINANCIAL MATTERS

- a. Discuss Senate Bill 24-233
- b. Conduct Public Hearing on 2024 Budget Amendment and Consider Adoption of Resolution Amending Budget (*if necessary*)
- c. Conduct Public Hearing on 2025 Budget and Consider Adoption of Resolution No. 2024-10-03: Adopting Budget, Imposing Mill Levy and Appropriating Funds (**enclosure**)
Consider Approval of Engagement of Auditor to Perform 2024 Audit

6. LEGAL MATTERS

- a. Update on Status of Collection Accounts
- b. Consider Adoption of Resolution No. 2024-10-04: Procurement Policy (**enclosure**)

- c. Consider Adoption of Resolution No. 2024-10-05: Regarding Policies, Procedures and Penalties for the Enforcement of the Governing Documents (**enclosure**)
- d. Consider Adoption of Resolution No. 2024-10-06: Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges (**enclosure**)
- e. Consider Adoption of Resolution No. 2024-10-07: Resolution of Board of Directors Calling May 2025 Election (**enclosure**)
- f. Discuss Transfer of Developer-Owned Tract to District

7. OTHER BUSINESS

8. ADJOURNMENT

**ESTANCIA METROPOLITAN DISTRICT
ANNUAL TOWN HALL MEETING**

Pursuant to §32-1-903(6), C.R.S.

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VACANCY	Term to May 2027
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NOTICE OF ANNUAL TOWN HALL MEETING & AGENDA

1. Call to Order
2. Presentation Regarding the Status of Public Infrastructure Projects within the District
3. Presentation Regarding Outstanding Bonds
4. Review of Unaudited Financial Statements
5. Open Floor for Questions – Members of the public may ask questions about the District. The Board may determine how much time is reserved for questions and for each individual speaker.
6. Adjournment