

# AVIATION STATION NORTH METROPOLITAN DISTRICT NO. 1 (“DISTRICT”)

8390 E. Crescent Pkwy., Suite 300

Greenwood Village, CO 80111

Phone: 303-779-5710

www.aviationstationnorthmnds.com

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

**DATE:** December 4, 2024

**TIME:** 2:00 p.m.

**LOCATION:** Microsoft Teams Videoconference

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

**[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NDM2YjgzMWEtZTY0OC00MTc2LTgyNzItMDJhOWJmNDdkOTJm%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%2278e91a46-bdcc-4fe5-980c-8ff3dcc70755%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NDM2YjgzMWEtZTY0OC00MTc2LTgyNzItMDJhOWJmNDdkOTJm%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%2278e91a46-bdcc-4fe5-980c-8ff3dcc70755%22%7d)**

Meeting ID: 254 572 485 999

Passcode: ZBWxE6

To attend via telephone, dial 720-547-5281 and enter Conference ID: 924 401 657#

### **Board of Directors**

Ferdinand L. Belz, III

Matthew Stewart

Mark T. Throckmorton

Henry (Rick) Wells

Vacant

### **Office**

President

Treasurer

Secretary

Assistant Secretary

### **Term Expires**

May, 2025

May, 2027

May, 2027

May, 2025

May, 2027

## **I. ADMINISTRATIVE MATTERS**

- A. Present disclosures of potential conflicts of interest.
- B. Confirm quorum, location of meeting and posting of meeting notices. Approve Agenda.
- C. Public Comment.  
Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.
- D. Review and consider approval of minutes of the September 4, 2024 Regular Board meeting (enclosure).

- E. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates (proposed dates/time: first Wednesday of March, June, September and December 2025 at 2:00 p.m.) and consider adoption of Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).
- F. Discuss Section 32-1-809, C.R.S., reporting requirements (Transparency Notice) and mode of eligible elector notification for 2025 (post on SDA website).

## II. FINANCIAL MATTERS

- A. Review and approve and/or ratify approval of payment of claims in the amount of \$292,834.77 (enclosure).
- B. Review and consider acceptance of the October 31, 2024 Unaudited Financial Statements (enclosure).
- C. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.
- D. Review and consider approval of Fourth Amendment to 2016-2021 Operation Funding Agreement by and between the District and Rail Stop, LLC (to be distributed).
- E. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions).
- F. 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 Assessor and other interested parties.
- G. Consider appointment of District Accountant to prepare 2026 Budget.
- H. Review and consider approval of Engagement Letter by and between the District and Wipfli LLP for preparation of 2024 Audit (enclosure).
- I. Review and consider acceptance of Aviation Station North Engineer’s Report and Certification #19 - **Phase VI: Pena Station Filing 6**, dated September 19, 2024, prepared by Ranger Engineering, LLC in the amount of \$74,286.15 (enclosure).
- J. Review and consider acceptance of Aviation Station North Engineer’s Report and Certification #20 - **Phase VI: Pena Station Filing 6**, dated November 20, 2024, prepared by Ranger Engineering, LLC in the amount of \$2,284.10 (enclosure).

## III. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Director Election and consider adoption of Resolution Calling May 6, 2025 Election for Directors, appointing the Designated

Election Official (“DEO”), 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. Acknowledge recordation of Zone Lot Amendment in the records of the City and County of Denver Clerk and Recorder on October 25, 2024 at Reception No. 2024099365 (6054 N. Panasonic Way) (enclosure).

#### **IV. MANAGER MATTERS**

- A. Review and ratify approval of Proposal for Extra Work by and between the District and BrightView Landscape Services, Inc. for Trash Pickup and Removal of Tree, in the amount of \$1,415.12 (enclosure).
- B. Review and ratify approval of 2024-2026 Snow Clearing Contract between the District and CoCal Landscape Services, Inc. and authorize preparation of Service Agreement (enclosure).
- C. Discuss District services for 2025 and consider approval of necessary agreements for related services.
- D. Authorize renewal of District’s insurance and Special District Association (SDA) membership for 2025. Discuss changes needed to property schedule (if any) (enclosures).
- E. Consider approval of CliftonLarsonAllen LLP Statement(s) of Work for 2025 Management and Accounting Services (enclosures).
- F. Review and consider authorization of website compliance coordinator to obtain a proposal for remediation services for statutorily required documents and authorize Board member or committee to approve proposal (enclosures).
  - 1. Authorize Board member or committee to work with District staff to take necessary actions to transition website to ADA compliant hosting platform (enclosure).

#### **V. CAPITAL IMPROVEMENTS**

#### **VI. OTHER BUSINESS**

#### **VII. ADJOURNMENT**

**There are no regular meetings scheduled for the remainder of 2024**