

ARVADA WEST TOWN CENTER BUSINESS IMPROVEMENT DISTRICT

8390 E. Crescent Parkway, Suite 300
Greenwood Village, CO 80111

Phone: 303-779-5710

<https://www.arvadawesttowncenterbid.com/>

NOTICE OF REGULAR BOARD MEETING AND AGENDA

DATE: November 15, 2023

TIME: 1:00 p.m.

LOCATION: **DUE TO CONCERNS REGARDING THE SPREAD OF THE CORONAVIRUS (COVID-19) AND THE BENEFITS TO THE CONTROL OF THE SPREAD OF THE VIRUS BY LIMITING IN-PERSON CONTACT, THIS MEETING WILL BE HELD BY VIDEO/TELEPHONIC MEANS WITHOUT ANY INDIVIDUALS (NEITHER DISTRICT REPRESENTATIVES NOR THE GENERAL PUBLIC) ATTENDING IN PERSON.**

You can attend the meetings in any of the following ways:

- ACCESS:**
1. To attend via Microsoft Teams Videoconference use the below link:
 2. https://teams.microsoft.com/l/meetup-join/19%3ameeting_NWJmOWEyMTMtYjg0Mi00Zjk0LWFjMzctNWI2ZTQ1M2NjMzM2%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%229bf4c29b-a9c8-46b4-a6c0-c1ed7cba4824%22%7d
 3. To attend via telephone, dial 720-547-5281 and enter the following additional information:

Conference ID: 300 551 749#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Don Brennan	President	May, 2025
VACANT		May, 2025
VACANT		May, 2025
VACANT		May, 2027
VACANT		May, 2027

I. ADMINISTRATIVE MATTERS

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.

- C. Confirm quorum, location of meeting and posting of meeting notices.
- D. 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.

- E. Review and consider approval of minutes from the November 15, 2022, special Board meeting (enclosure).
- F. Consider adoption of the Resolution No. 2023-11-01 Regarding 2024 Annual Administrative Matters (enclosure).

II. FINANCIAL MATTERS

- A. Approve and/or ratify approval of payment of claims (enclosure).
- B. Ratified approval of debt service payments and wire transfers for bond payments (enclosures).
- C. Review and consider approval of September 30, 2023 Unaudited Financial Statements (enclosure).
- D. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution to Amend the 2023 Budget (enclosure).
- E. 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 to Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolutions).
- F. Authorize District Accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- G. Consider appointment of District Accountant to prepare 2025 Budget.
- H. Consider approval of the engagement letter with Schilling & Company for accounting services (enclosure).
- I. Ratified approval of the 2022 Audit Exemption (enclosure).
- J. Discuss statutory requirements for an audit. Consider appointment of District Accountant or engagement of outside accountant to prepare Application for Exemption from Audit for 2023.

III. LEGAL MATTERS

IV. MANAGER MATTERS

- A. Consider approval of CliftonLarsonAllen LLP Master Services Agreement and statement(s) of work for 2024 (enclosure).
- B. Discuss and consider approval of 2024 insurance renewal (enclosure).
- C. Discuss and consider adoption of Resolution Excluding Worker's Compensation (enclosure).
- D. Consider authorization of renewing membership in the Special District Association for 2024.

V. OTHER BUSINESS

VI. ADJOURNMENT

There are no more regular meetings in 2023.