

ARVADA WEST TOWN CENTER BUSINESS IMPROVEMENT DISTRICT

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NOTICE OF SPECIAL BOARD MEETING AND AGENDA

DATE: November 15, 2022

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:

1. To attend via Microsoft Teams Videoconference use the below link:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTM3ZTcyZDAtMDczNy00OGQ5LTg2YmUtZjczZTU2OGZmZmU1%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%2229bf4c29b-a9c8-46b4-a6c0-c1ed7cba4824%22%7d

ACCESS:

2. To attend via telephone, dial 720-547-5281 and enter the following additional information:

Conference ID: 120 430 447#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Don Brennan	President	May, 2025
VACANT		May, 2025
VACANT		May, 2023
VACANT		May, 2023
VACANT		May, 2023

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.

II. CONSENT AGENDA

- A. Review and consider approval of minutes from the November 16, 2021, Special Board Meeting (enclosure).

III. FINANCIAL MATTERS

- A. Approve and/or ratify approval of payment of claims (enclosure).
- B. Review and consider approval of September 30, 2022 Unaudited Financial Statements (enclosure).
- C. Conduct Public Hearing to consider amendment of the 2022 Budget. If necessary, consider adoption of Resolution to Amend the 2022 Budget (if needed).
- D. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution No. 2022-11-01 to Adopt the 2023 Budget and Appropriate Sums of Money (enclosures – preliminary assessed valuation, draft budget, and resolutions).
- E. 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.
- F. Appointment of Board member to sign the DLG70 Certification of Tax Levies.
- G. Consider appointment of District Accountant to prepare 2024 Budget.
- H. Consider approval of the engagement letter with Schilling & Company, Inc. to prepare the 2022 Audit (enclosure).
- I. Ratified approval of 2021 Audit Exemption (enclosure).

IV. LEGAL MATTERS

- A. Ratified approval of 2022 Election Resolution (enclosure).

- B. Consider adoption of Resolution No. 2022-11-02 Calling a Regular Election for Directors on May 2, 2023, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure).
- C. Consider adoption of Resolution No. 2022-11-03 Directors' Exclusion from Worker Compensation Coverage (enclosure).

V. MANAGER MATTERS

- A. Discuss District 2023 Insurance, review renewal schedule and authorize renewal of District Insurance and SDA Membership (enclosure).
- B. Review and consider approval of Resolution 2022-11-03; Annual Administrative Resolution for 2023 (enclosure).
 - a. Set meeting date(s) for 2023.
- C. Review and consider approval of CliftonLarsonAllen LLP Statement of Work (enclosure).

VI. OTHER BUSINESS

- A. Other

VIII. ADJOURNMENT