

**COLORADO SCIENCE AND TECHNOLOGY PARK  
METROPOLITAN DISTRICT NO. 1**

8390 E. Crescent Parkway, Suite 300

Greenwood Village, CO 80111

Phone: 303-779-5710

[www.coloradosciencetechparkmds.org](http://www.coloradosciencetechparkmds.org)

**NOTICE OF SPECIAL MEETING/BUDGET HEARING AND AGENDA**

**DATE:** November 29, 2022

**TIME:** 9:30 a.m.

**LOCATION** Via Microsoft Teams

**ACCESS:** Please use the information below to join the meeting:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZWZmNDQ5NTktNGIyNy00MTYxLTlmYWYtMTkzY2Q4N2FmZmZh%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_ZWZmNDQ5NTktNGIyNy00MTYxLTlmYWYtMTkzY2Q4N2FmZmZh%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)

**Or call in (audio only)**

[+1 720-547-5281](tel:+17205475281),490331173# United States, Denver

Phone Conference ID: 490 331 173#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
V. Michael Komppa	President	May, 2025
Steve VanNurden	Vice-Pres./Asst. Sec.	May, 2025
Lyle R. Artz	Secretary/Treasurer	May, 2023
Vacant		May, 2023
Terri Carrothers	Asst. Secretary	May, 2025

**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 notice.
- D. Consider Appointment of District Director to Board Vacancy.
- E. Public Comment.

Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per person.

**II. CONSENT AGENDA:** *(Note: All items listed under Consent Agenda are considered to be routine and will be enacted by one motion and vote. There will be no separate discussion of these items unless requested by a Board member.)*

- A. Review and consider approval of minutes from the September 27, 2022 regular Board meeting and November 16, 2022 special Board meeting (enclosures).
- B. Authorize updates to the website to meet the new legislation deadline of January 1, 2023.
- C. Discuss and consider approval of 2023 insurance. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and authorize membership in the Special District Association.

**III. FINANCIAL MATTERS**

- A. Consider approval of engagement of UMB Bank n.a. as District Financial Advisor (enclosure).
- B. Review and consider ratification and/or approval of claims (enclosure).
- C. Review and accept September 30, 2022 unaudited financial statements (enclosure).
- D. Review and approve costs paid by FRA on behalf of the District (enclosure).
- E. Review and consider adoption of the Joint Resolution to Establish 2023 FRA Advances for Operation and Maintenance Purposes (enclosure).
- F. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution to Adopt the 2023 Budget, Appropriate Sums of Money, and Set Mill Levies (enclosures – preliminary assessed valuation, draft budget and resolution).
- G. Discuss statutory requirements for an audit, consider approving engagement with Schilling & Company, Inc. to perform the 2022 audit.
- H. Discuss and consider approval of CliftonLarsonAllen LLP statement(s) of work for 2023 (to be distributed).

**IV. LEGAL MATTERS**

- A. Consider adoption of Resolution 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).

- B. Discuss need for ballot issues and/or questions. Consider adoption of an Amended and Restated Resolution Designating an Official Custodian for Purposes of the Colorado Open Records Act, Sections 24-72-200.1, *et seq.*, C.R.S. (enclosure).
  - i. Official Custodian Adoption of Rules Related to Requests for Inspection of Public Records Pursuant to Colorado Open Records Act (enclosure).
- C. Update on TIF Area 2 planning.
- D. Other.

**V. DIRECTOR MATTERS**

- A. Other

**VI. MANAGER MATTERS**

- A. Review and consider approval of Change Order No. 01 to the Service Agreement for Construction Management of the Bioscience 5 Infrastructure Project between the District and Saunders Construction, LLC for permit delay adjustment and escalation in the amount of \$318,814.00 (enclosure).
- B. Review and consider adoption of the Annual Administrative Matters Resolution for 2023 (enclosure).
  - i. Election of Officers.
  - ii. Confirm 2023 Meeting dates as follows: March 28<sup>th</sup>, June 28<sup>th</sup>, September 26<sup>th</sup> and November 28<sup>th</sup>.
  - iii. Designate physical posting location for District No. 1.
- C. Other

**VII. OTHER BUSINESS**

- A. Discuss possible special meeting in February 2023.
- B. Other

**VIII. ADJOURNMENT**

**The next regular meeting is scheduled for March 28, 2023 at 9:00 a.m. virtually. Any physical location made available for the meeting in addition to virtual participation (if any) will be noted in the meeting agenda.**