

YARROW GARDENS METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
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<https://yarrowgardensmd.colorado.gov/>

NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
Stephen Myers	President	2023/May 2023
Jeffrey Seibold	Treasurer	2025/May 2025
William “Bill” Rectanus	Assistant Secretary	2023/May 2023
John “Jay” Garcia	Assistant Secretary	2025/May 2025
Vacant	Assistant Secretary	2025/May 2025

DATE: Tuesday, December 13, 2022

TIME: 2:00 P.M.

PLACE: Zoom Meeting

<https://us02web.zoom.us/j/86267550643?pwd=V3RnRGRTWkRyUjZzc1VMWTJFZjFHdz09>

Phone: 1 (719) 359-4580
Meeting ID: 862 6755 0643
Password: 987572

I. PUBLIC COMMENT

A. _____

II. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest, call to order, and confirm quorum.

B. Approve Agenda confirm location of the meeting and posting of meeting notices.

C. Review and consider approval of Minutes from the June 14, 2022 Regular Meeting (enclosure).

- D. Acknowledge the resignation of Nathan Aragon, effective November 29, 2022 (enclosure).
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- E. Acknowledge resignation of David Solin as District Secretary and consider appointment of Peggy Ripko as District Secretary.
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- F. 2023 Annual Administrative Resolution. Discuss business to be conducted in 2023 and location (**virtual and/or physical**) or meetings. Consider regular meeting dates for 2023 (suggested dates are June 6, 2023 and October 10, 2023 at 3:00 p.m. via Zoom Meeting). Review and consider approval of Resolution No. 2022-11-___ Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).
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- G. Discuss § 32-1-809, C.R.S., Transparency Notice reporting requirements and mode of eligible elector notification (2023 SDA Website).
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III. FINANCIAL MATTERS

- A. Review and ratify approval of payment of claims as follows (to be distributed):

Fund	Period ending , 2022
Total	\$

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- B. Review and ratify approval of 2021 Audit and ratify authorization of execution of Representations Letter (enclosure).
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- C. Consider engagement of Wipfli LLP for preparation of 2022 Audit, in the amount of \$_____ (to be distributed).
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- D. Conduct Public Hearing to consider Amendment to 2022 Budget (if necessary) and consider adoption of Resolution to Amend the 2022 Budget and Appropriate Expenditures.
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- E. Conduct Public Hearing on the proposed 2023 Budget and consider adoption of Resolution to Adopt the 2023 Budget and Appropriate Sums of Money and Set Mill Levies for General Fund _____, Debt Service Fund _____, and Other Fund(s) _____ for a total mill levy of _____ (enclosures – preliminary AV, draft 2023 Budget, and Resolution).
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- F. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.
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- G. Review and consider approval of Cost Certification No. 5 from Independent District Engineering Services, dated March 10, 2022 for the amount of \$978,761.94 (enclosure).
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- H. Review and consider Resolution re Acceptance of Fire Service Lines (enclosure).
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IV. LEGAL MATTERS

- A. Ratify engagement of Erb Law, LLC as District's general legal counsel.
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- B. 2023 May Election Resolution. Discuss May 2, 2023 Regular Director Election and consider adoption of Resolution No. 2022-11-__ Calling a Regular Election for Directors on May 2, 2023, appointing the Designated Election Official ("DEO"), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (enclosure). Self-Nomination forms are due by February 24, 2023. Discuss the need for ballot issues and/or questions.
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- C. Review and ratify approval of Special Warranty Deed between the District and THB Westridge LLC for Open Scape Tracts and Alley Tract C (enclosure).
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V. COVENANTS, OPERATION, AND MAINTENANCE MATTERS

- A. Community Manager's Report.
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- B. Discuss and consider approval of Resolution re Adoption of District Covenant Enforcement Policy and Fine Schedule (enclosure).

- C. Review and consider approval of agreements with Landtech Landscape and Maintenance for (1) 2023 landscape maintenance services; and (2) 2022-2023 snow removal (enclosures).

- D. Ratify proposal from Landtech Landscape and Maintenance for fall aeration (enclosure).

- E. Review and consider approval of proposal from CAM Services for striping, in the amount of \$950 (enclosure).

- F. Ratify Towing Agreement between the District and Wyatts Parking Management for parking enforcement (enclosure).

- G. Discuss parking signs.

VI. OTHER BUSINESS

- A. _____

VII. ADJOURNMENT: **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2022.**

Additional Enclosure:

- Notice of rate increase from Special District Management Services, Inc.