

# KIPLING RIDGE METROPOLITAN DISTRICT

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GREENWOOD VILLAGE, CO 80111  
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[www.kiplingridgemd.org](http://www.kiplingridgemd.org)

## NOTICE OF REGULAR MEETING AND AGENDA

**DATE:** Tuesday, October 10, 2023

**TIME:** 9:00 a.m.

**LOCATION:** Microsoft Teams

**ACCESS:** You can attend the meeting in the following ways:

1. Online Microsoft Teams Meeting – via link below:

**Join on your computer or mobile app:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MDMYzJmJiYtGtNjkzMS00NjcyLWIyZGUtYjk3MmI2YzQ5MWUw%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDMYzJmJiYtGtNjkzMS00NjcyLWIyZGUtYjk3MmI2YzQ5MWUw%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d)

**Or call in (audio only):**

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

Conference ID: 354 674 051#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Richard Schierburg	President	May 2027
Matthew Trasen	Secretary	May 2025
Evan Gart	Treasurer	May 2027
Kyle Koch	Assistant Secretary	May 2027
VACANT	Assistant Secretary	May 2025

### **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 from the May 9, 2023, regular meeting (enclosure).

E. Acknowledge the resignation of Mark Sidell from the Board of Directors of the District.

F. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution 2023-10-01, Establishing Regular Meeting Dates, Time and Location and Designating Location for Posting 24-Hour Notices (enclosure). Appoint representative to post notices within the District.

G. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2024 (District Transparency Notice).

H. Discuss requirements of Section 32-1-306, C.R.S. and direct staff regarding compliance for 2024 (Annual Map Filing).

I. Discuss and consider approval of 2024 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or T. Charles Wilson Risk Management and authorize membership in the Special District Association (enclosure).

a. Discuss and consider Cyber Security and Increased Crime Coverage.

b. Establish Insurance Committee to make final determinations regarding insurance, if necessary.

## II. FINANCIAL MATTERS

A. Review and consider approval of interim claims (to be distributed).

B. Review and accept August 30, 2023 Unaudited Financial Statements and Cash Position Schedule (to be distributed).

C. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution to Amend the 2023 Budget.

D. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution No. 2023-10-\_\_\_\_ to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution No. 2023-10-\_\_\_ to Set Mill Levies (enclosure—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 Jefferson County Board of County Commissioners and other interested parties.
- F. Consider appointment of District Accountant to prepare 2025 Budget.
- G. Discuss statutory requirements for 2023 Audit. Review and consider approval of engagement letter with Fiscal Focus Partners, LLC for 2023 Audit services (to be distributed).

**III. LEGAL MATTERS**

- A. Discuss and consider adoption of Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).

**IV. DIRECTOR MATTERS**

**V. MANAGER MATTERS**

- A. Consider approval of Service Agreement for 2024 Landscape Maintenance Services between the District and C. M. Landscaping & Maintenance, Inc. (enclosure).
- B. Consider approval of Service Agreement for 2023/2024 Snow Removal Services between the District and Ward's Lawn Service, Inc. (enclosure).
- C. Consider approval of CliftonLarsonAllen LLP Master Services Agreement and related Statement of Work(s) (enclosure).

**VI. OTHER BUSINESS**

**VII. ADJOURNMENT**

**There are no remaining meetings in 2023.**