

**CHERRY CREEK CORPORATE CENTER
METROPOLITAN DISTRICT**

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<https://cherrycreekcorporatecentermetrodistrict.specialdistrict.net>

NOTICE OF SPECIAL MEETING AND AGENDA

DATE:	Tuesday, October 22, 2024
TIME:	1:00 p.m.
LOCATION & ACCESS	<p>This meeting will be held virtually, via Zoom video/telephone conference:</p> <p>1. To attend via Zoom videoconference, use the following link, or e-mail csorensen@specialdistrictlaw.com to have the link e-mailed to you: https://us02web.zoom.us/j/81392557250?pwd=oQWtda6Cy8RTTPJCGjYTzgtW4q8B1k.1</p> <p>2. To attend via telephone, dial 1-719-359-4580 or 1-253-215-8782 and enter the following additional information:</p> <p style="padding-left: 40px;">(a) Meeting ID: 813 9255 7250</p> <p style="padding-left: 40px;">(b) Passcode: 737951</p>

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
George Turtle	Treasurer	May 2025
Heather Kunckel	Secretary	May 2027
VACANT		May 2027
VACANT		May 2027
VACANT		May 2025

I. ADMINISTRATIVE MATTERS

- A. Present disclosures of potential conflicts of interest.
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B. Confirm quorum, location of meeting, and posting of meeting notices. Designate location for posting of 24-hour notices. Approve agenda.

C. Acknowledge resignation of Marc Bradac from the Board of Directors, effective May 31, 2024 (enclosure).

D. Consider appointment of officers:

President: _____

Secretary: _____

Treasurer: _____

E. Review and approve the minutes of the December 5, 2023 Regular Meeting (enclosure).

F. Discuss business to be conducted in 2025 and location (**virtual and/or physical**). Schedule regular meeting dates and consider adoption of Resolution No. 2024-10-_____, Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

G. **Insurance Discussion:**

1. Discuss Cyber Security and increased Crime Coverage.

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

3. Authorize renewal of the District's insurance and Special District Association ("SDA") membership for 2025.

H. Website Accessibility Discussion:

1. Discuss and consider proposals from Streamline Software, Inc., A360 Enterprises, LLC (d/b/a Allyant), and Generation Web, Inc., related to website accessibility matters.

2. Establish Website Accessibility Committee to make final determinations regarding engagement and/or termination of service providers, if necessary.

II. PUBLIC COMMENT

III. FINANCIAL MATTERS

A. Review and ratify approval of paid claims for the period of December 6, 2023 through October 22, 2024 in the amount of \$31,638.16, represented by check nos. 2083-2105, and consider approval of unpaid claims in the amount of \$2,466.50 (enclosures).

B. Review and accept unaudited financial statements for the period ending September 30, 2024 (enclosure).

C. Review and consider ratifying approval of 2023 Audit and authorization to execute Management Representations Letter (enclosures – audit and letter).

D. Discuss and consider engagement of Schilling & Company, Inc. to prepare the 2024 Audit, for an amount not to exceed \$6,000 (\$200 increase from 2023 Audit) (engagement agreement to be provided).

- E. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution No. 2024-10-____, Resolution of Cherry Creek Corporate Center Metropolitan District to Amend the 2024 Budget.
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- F. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution No. 2024-10-____, Resolution to Adopt the 2025 Budget and Appropriate Sums of Money (enclosures: preliminary assessed valuation, draft budget and budget resolution).
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- G. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”). Direct District Counsel to file the Certification with the Board of County Commissioners and other interested parties (zero mill levy).
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- H. Consider appointment of District Accountant to prepare 2026 Budget, and direct that the 2026 Budget be identical to the 2025 Budget, unless otherwise directed by a Board Member.
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IV. LEGAL MATTERS

- A. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2025 (District Transparency Notice).
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- B. Discuss May 6, 2025 Regular Directors’ Election and consider adoption of Resolution No. 2024-10-____, Resolution Calling A Regular Election for Directors on May 6, 2025, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination Forms are due by February 28, 2025. Discuss the need for ballot issues and/or questions.
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V. OTHER BUSINESS

VI. ADJOURNMENT

THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2024.