

# BROMLEY PARK METROPOLITAN DISTRICT NO. 2

8390 E. Crescent Pkwy., Suite 300

Greenwood Village, CO 80111

Phone: 303-779-5710

<https://bromleyparkmd2.com/>

## **NOTICE OF REGULAR MEETING AND AGENDA**

**DATE:** Monday, November 25, 2024

**TIME:** 11:00 a.m.

**LOCATION:** Via Microsoft Teams

### **IX**

**ACCESS:** To attend via Microsoft Teams Videoconference, use the below link:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_YjU0ZmI3MjUtY2QyZi00YmYxLWExYjItY2Y3MWMwZ\\_DNiMzcy%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22294eff39-c7d0-48c1-bc01-2bf9670aa52a%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YjU0ZmI3MjUtY2QyZi00YmYxLWExYjItY2Y3MWMwZ_DNiMzcy%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22294eff39-c7d0-48c1-bc01-2bf9670aa52a%22%7d)

To attend via telephone, dial 612-213-1012 and enter Conference ID: 933 263 136#

### **Board of Directors**

Joel Farkas

Joshua Rollins

Douglas G. Hamilton

Matthew Mooney

VACANT

### **Office**

President

Secretary

Treasurer

Assistant Secretary

Assistant Secretary

### **Term Expires**

May 2025

May 2027

May 2027

May 2027

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 notices.
- D. Discuss business to be conducted in 2025 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution Establishing Regular Meeting Dates, Time, and Location and Designating Location for Posting of 24-Hour Notices (enclosure).
- E. 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. Approve minutes from the July 22, 2024 regular meeting (enclosure).
- B. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (District Transparency Notice).
- C. Discuss requirements of Section 32-1-306, C.R.S., and direct staff regarding compliance for 2024 (Annual Map Filing).
- D. Ratify approval of the 2023 Annual Report (enclosure).
- E. Ratify approval of the 2023 Audit and Representations Letter (enclosure).
- F. Consider appointment of District Accountant to prepare 2026 Budget.
- G. Consider engagement of Fiscal Focus Partners LLC to prepare the 2024 Audit (enclosure).

## **III. CAPITAL PROJECTS MATTERS**

- A. Construction Updates.
  - a. Update on City of Brighton's position on Road Improvement versus Park Improvement Project Priorities.
- B. Report on Bond closing and available project funds.
  - a. Summary of costs incurred to date compared to available Bond proceeds (enclosure).

## **IV. HOA TRACT CONVEYANCE MATTERS**

- A. Discuss Completion of Tract Conveyance Project
  - a. Ratify approval of Service Agreement for Fence Repairs with 4 Seasons Property Services, LLC (enclosure).

## **V. FINANCIAL MATTERS**

- A. Review and consider approval of current claims and ratification of prior claims (enclosure).
- B. Review and consider accepting Unaudited Financial Statements and schedule of cash position as of September 30, 2024, and property tax summary (enclosure).
- C. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.

- D. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures).
- E. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”), and direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
- F. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan (enclosure).

**VI. OPERATIONS AND MAINTENANCE MATTERS**

- A. Ratify approval of Change Order No. 5 to the Service Agreement for Snow Removal Services with Brightview Landscape Services, Inc. for the 2024/2025 season (enclosure).
- B. Review and consider approval of Service Agreement for Landscape Services with Brightview Landscape Services, Inc. for 2025 services (to be distributed).

**VII. LEGAL MATTERS**

- A. Discuss May 6, 2025 Regular Director Election and consider adoption of Resolution Calling May 6, 2025 Election for Directors, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination Forms are due by February 28, 2025 (enclosure). Discuss the need for ballot issues and/or questions.
- B. Discuss current cost-sharing agreements.

**VIII. MANAGER MATTERS**

- A. Authorize renewal of District’s insurance and Special District Association (SDA) membership for 2025. Discuss changes needed to property schedule (if any).
- B. Discussion regarding website accessibility:
  - a. Consider approval of migration to website accessibility vendor or engagement of Document Remediation vendor (enclosure).
- C. Review and consider approval of Special Districts Preparation Statement of Work (SOW) between the District and CliftonLarsonAllen LLP for 2025 Accounting Services and Management Services (enclosure).

**IX. OTHER BUSINESS**

- A. Discuss traffic management at the intersection of 168<sup>th</sup> Street and 45<sup>th</sup> Avenue (enclosure).

**X. ADJOURNMENT**

**Informational Enclosure:**

Statement of Intent to Participate as Stakeholder" as a participating jurisdiction in Weld County Multijurisdictional Hazard Mitigation Plan (HMP) (enclosure).