

WILLOW BEND METROPOLITAN DISTRICT

SPECIAL MEETING via Teleconference

www.willowbendmd.org

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: November 2, 2021

TIME: 2:00 p.m.

LOCATION: Microsoft Teams

You can attend the meetings in any of the following ways:

1. To attend via Microsoft Teams Videoconference, https://teams.microsoft.com/l/meetup-join/19%3ameeting_ZTViMGlyMTMtMjIzYi00OTMzLWFhZmQtYjFmNjhlZWU5ZGZk%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%229bf4c29b-a9c8-46b4-a6c0-c1ed7cba4824%22%7d
2. To attend via telephone, dial 720 547 5281 and enter the following additional information: Conference ID: 333 786 220#

ACCESS:

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
John Cheney	President	May, 2022
Jason Steinberg	Assistant Secretary	May, 2023
Debra Hessler	Assistant Secretary	May, 2023
Dwayne Bergeron	Director	May, 2023
Jonathan Beckwitt	Director	May, 2022

I. ADMINISTRATIVE MATTERS

- A. Call to order/ Confirmation of quorum
- B. Present disclosures of potential conflicts of interest
- C. Confirm location of meeting and posting of meeting notices
- D. 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. As a general practice, the Board will not discuss/debate these items, nor will the Board make any decisions on items presented during this time.
- E. Consider Election of Officers

II. CONSENT AGENDA

- A. The items listed below are a group of items to be acted on with a single motion and vote by the Board. An item may be removed from the consent agenda to the regular agenda upon request of any Board member. Items on the consent agenda are then voted on by a single motion, second, and vote by the Board.
 - a. Review and consider approval of minutes from the November 3, 2020, Special Board Meeting (enclosed)
 - b. Approval of Special District Disclosure Notice Pursuant to §32-1-809, C.R.S.
 - c. Approval of Resolution Designating the Location of Regular Meetings of the Board (enclosed)
 - d. Approval of Resolution Calling May 3, 2022 Regular Election (enclosed)
 - e. Approval of Resolution Designating Location for Posting of 24-Hour Notices (enclosed)

III. FINANCIAL MATTERS

- A. Review and Consider Acceptance of September 30, 2021 Unaudited Financial Statements (enclosed)
- B. Review and ratify prior Claims and Approval of Current Claims (enclosed)
- C. Conduct Public Hearing to Consider Amending the 2021 Budget; Consider Adoption of Resolution to Amend 2021 Budget (enclosed-if needed)
- D. Conduct Public Hearing to Consider Adoption of 2022 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Approval of the 2021 Budget, Appropriate Expenditures, and Certify Mill Levies Resolution (enclosed)
- E. Consider Approval of Auditor Engagement for 2021 Audit
- F. Appoint District Accountant to file DLG-70
- G. Other

IV. LEGAL MATTERS

- A. Review and Consider Approval of Resolution 2022 Joint Annual Administrative Resolution (enclosed)
- B. Discuss and Consider Approval of Acceptance Resolution Adopting Procurement Policy (enclosed)
- C. Consider Approval of Requisition Regarding District Eligible Costs (to be distributed)
- D. Discuss and Consider Public Records Request Policy

E. Review and Consider Approval of Resolution Adopting the Colorado Special District Records Retention Schedule (enclosed)

F. Other

V. MANAGER MATTERS

A. Discuss District 2022 Insurance, review renewal schedule and authorize renewal of District Insurance and SDA Membership

B. Consider approval of CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work (enclosed)

C. Other

VI. OTHER BUSINESS

A. Other

VII. ADJOURNMENT