

# BRISTOL METROPOLITAN DISTRICT

450 E. 17<sup>th</sup> Avenue, Suite 400

Denver, Colorado 80203

Phone: 303-592-4380

<https://bristolmetropolitandistrict.specialdistrict.net/>

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

### **Board of Directors:**

Blake Amen  
Andrew Klein  
Vacant  
Vacant  
Vacant  
Catherine Will

### **Office:**

President  
Treasurer  
  
Secretary (non-elected)

### **Term/Expiration:**

2027/May 2027  
2027/May 2027  
2025/May 2025  
2025/May 2025  
2027/May 2027

**DATE:** Thursday, November 14, 2024

**TIME:** 1:00 p.m.

**PLACE:** Zoom video/teleconference

1. **To attend via Zoom Videoconference, use the following link:**
2. <https://us02web.zoom.us/j/86881579060?pwd=QXJVN0RsMCs2SVhjMkRWTHVCUzJodz09>
3. **To attend via telephone, dial 1-253-215-8782 and enter the following additional information:**
  - a. **Meeting ID: 868 8157 9060**
  - b. **Passcode: 977094**

## **I. ADMINISTRATIVE MATTERS**

- A. Present disclosures of potential conflicts of interest.
- B. Confirm quorum, location of meeting and posting of meeting notices, and designate 24-hour posting location. Approve agenda.
- C. Public Comment.
- D. Discuss vacancies on the Board and consider appointment of eligible electors, Paige Langley and Megan Waldschmidt, to the Board of Directors of the District. Administer Oaths of Office.

- E. Consider appointment of officers.
  - President: \_\_\_\_\_
  - Secretary: \_\_\_\_\_
  - Treasurer: \_\_\_\_\_
  - Assistant Secretary: \_\_\_\_\_
  - Assistant Secretary: \_\_\_\_\_
  
- F. Review and consider approval of minutes from the December 12, 2023, special board meeting.
  
- G. 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 Posting Location for 24-Hour Notices. [Suggested meeting dates: June 12, 2025 and November 13, 2025 at 1:00 p.m. via Zoom]
  
- H. Authorize renewal of District’s insurance and Special District Association (SDA) membership for 2025.
  
- I. Website Accessibility Discussion
  - 1. Discuss and consider proposals from Generation Web, Inc., Streamline Software, Inc. and A360 Enterprises, LLC (dba Allyant) 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. FINANCIAL MATTERS**

- A. Review and ratify/approve payment of claims.
  
- B. Review and accept unaudited financial statements.
  
- C. Conduct Public Hearing to consider amendment of the 2024 Budget. Consider adoption of Resolution to Amend the 2024 Budget.
  
- D. Conduct Public Hearings 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.
  
- 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.
- G. Consider appointment of District Accountant to prepare 2026 Budget.
- H. Ratify approval of 2023 Audit.
- I. Discuss statutory requirements for an Audit. Authorize District Accountant to obtain proposals for preparation of the 2024 Audit.

### **III. LEGAL MATTERS**

- A. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2023 (District Transparency Notice).
- B. 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. Discuss the need for ballot issues and/or questions.

### **IV. CONSTRUCTION MATTERS**

- A. Discuss 2025 development/construction outlook.

### **V. OTHER BUSINESS**

### **VI. ADJOURNMENT**

**There are no more meetings scheduled for 2024.**