

**COTTONWOOD HOLLOW RESIDENTIAL METROPOLITAN DISTRICT
AND
COTTONWOOD HOLLOW COMMERCIAL METROPOLITAN DISTRICT
JOINT SPECIAL MEETING (Via Teleconference)**

Thursday, October 5, 2023 at 2:00 p.m.

cottonwoodhollowmetrodistrict.org

Douglas Hatfield, President	Term to May 2027
Timothy O'Connor, Director	Term to May 2027
Dustin Anderson, Secretary/Treasurer	Term to May 2027
Vacant	Term to May 2025
Vacant	Term to May 2025

This meeting will be held via Zoom and may be joined using the following link or call-in information:

<https://us06web.zoom.us/j/84700953856?pwd=h0Ou16hqbanhbVKaVRMatRoDRQUmZd.1>

Call-in Number: 720-707-2699

Meeting ID: 847 0095 3856

Passcode: 314766

NOTICE OF JOINT SPECIAL MEETING AND AGENDA

1. Call to Order
2. Declaration of Quorum/Director Conflict of Interest Disclosures
3. Approval of Agenda
4. 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.
5. Consent Agenda –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, by any Board member. Items on the consent agenda are then voted on by a single motion, second, and vote by the Board.
 - a. Approval of August 7, 2023 Special Meeting Minutes (Residential)
 - b. Ratification of May 22, 2023 Joint Special Meeting Minutes (Commercial)
 - c. Ratification of Filing of 2022 Annual Report (Commercial)
 - d. Ratification of Independent Contractor Agreement with Environmental Landworks Company for 2024 Snow Removal Services (Residential)
 - e. Ratification of Extension for 2022 Audits
 - f. Ratification of 2022 Auditor Engagement Letters
 - g. Approval of Joint Resolution Designating Meeting Notice Posting Location
 - h. Approval of Special District Disclosure Notice Pursuant to §32-1-809, C.R.S.
6. District Operations
 - a. District Manager's Report

2313.0008

Notices of Regular or Special Meetings are posted to cottonwoodhollowmetrodistrict.org

- b. Update on Landscape Walk and Landscape Maintenance Report
 - c. Other District Operations
7. Legal Matters
- a. Consider Adoption of 2024 Annual Administrative Resolution
 - b. Discuss and Review Insurance General Liability Schedule and Limits, Consider Authorization to Bind Coverage
 - i. Consider Approval of 2024 BMO Worker's Compensation Insurance
 - ii. Consider Approval of 2024 Agency Fee Invoice from T-Charles Wilson for Broker Services
 - c. Discuss 2023 Legislative Memorandum
 - d. Discuss District Website Compliance with WCAG 2.1 AA Requirements for ADA Compliance
 - i. Consider Adoption of Resolution Adopting a Website Accessibility Policy
 - e. Consider Approval of Contractor Agreement with Heatherly Creative for Website Maintenance and Management
 - f. Consider Proposal from MMI Water Engineers, LLC in a not-to-exceed amount of \$1,500 for Opinion of Value Related to Water Credits
 - g. Other Legal Matters
8. Financial Matters
- a. Review Unaudited Financial Statements, Property Tax Schedule and Cash Sheet
 - b. Review and Consider Approval of Claims Payable
 - c. Discuss Status of 2022 Audits
 - d. Public Hearing on 2023 Budget Amendment (*if necessary*)
 - i. Consider Approval of Resolution Amending the 2023 Budget (*if necessary*)
 - e. Discuss Requirements of SB23-303 Relating to Limitations on Property Tax Revenue
 - f. Public Hearing on proposed 2024 Budget
 - i. Consider Approval of Resolution Adopting the 2024 Budget
 - g. Discuss Investment Direction
 - h. Consider Approval of Master Services Agreement and Special Districts Preparation Statement of Work with CliftonLarsonAllen, LLP for District Accounting Services
 - i. Other Financial Matters
9. Construction Updates
- a. Update on District Construction
 - b. Consider Acceptance of Engineer's Report and Approval of Requisition Nos. 58-60 from Project Fund
 - c. Other Construction Updates
10. Other Business
11. Adjourn