

**NOTICE OF SPECIAL MEETING & AGENDA  
25 COMMERCE PARK METROPOLITAN DISTRICT**

<https://25commerceparkmetrodistrict.org/>

**October 17, 2024**

**11:00 A.M.**

*This meeting will be held via teleconferencing and can be joined through the directions below:*

<https://us06web.zoom.us/j/88426919150?pwd=3UTrnkPOyPthJtBp7wQ85UavGBLaAi.1>

**Meeting ID: 884 2691 9150**

**Passcode: 226882**

**Call: 720 707 2699**

**Board of Directors**

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Dave Klebba, President	Term to May 2027
Matt Bruns, Secretary/Treasurer	Term to May 2027
Kerry Joannides, Assistant Secretary	Term to May 2027
VACANT	Term to May 2025
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1. ADMINISTRATIVE MATTERS

- a. Call to Order
- b. Declaration of Quorum and Confirmation of Director Qualifications
- c. Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest
- d. Approval of Agenda

2. PUBLIC COMMENT (Items not on the Agenda; Comments limited to three minutes per person)

3. CONSENT AGENDA ITEMS (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda. Enclosures included in electronic packets; hard copies available upon request.)

- a. Approval of Special Meeting Minutes from September 16, 2024 (enclosure)
- b. Approval of Claims as of October 17, 2024 (enclosure)
- c. Approval of Financial Statements as of September 30, 2024 (enclosure)
- d. Adoption of Resolution No. 2024-10-01: 2025 Annual Administrative Resolution (enclosure)
- e. Adoption of Resolution No. 2024-10-02: Amended and Restated Public Records Request Policy (enclosure)
- f. Approval of Proposed General Liability Schedule and Limits and Authorize Approval to Bind Coverage (enclosures)
- g. Consider Approval of Second Addendum to the Independent Contractor Agreement with Heatherly Creative. LLC for Website and Remediation Services in 2025 (enclosure)

4. FINANCIAL MATTERS

- a. Public Hearing on 2024 Budget Amendment and Consider Adoption of Resolution No. 2024-10-03 (to be distributed, if needed)
- b. Public Hearing on 2025 Budget and Consider Adoption of Resolution No. 2024-10-04: Adopting Budget, Certifying Mill Levy and Appropriating Funds Therefor (enclosure)

5. LEGAL MATTERS

- a. Discuss and Consider Adoption of Resolution No. 2024-10-05: Resolution of Board of Directors Calling Regular Election (enclosure)

6. OTHER BUSINESS

- a. Next Agenda – October 16, 2025 at 2:00 p.m.

7. ADJOURNMENT