

SABELL METROPOLITAN DISTRICT

REGULAR MEETING

Via Teleconference

Tuesday, October 8th, 2024 at 2:30 p.m. via Teleconference

<https://sabellmetrodistrict.com/>

Matthew Gayda Cavanaugh, President	Term to May 2025
Charles R. Hauptman, Treasurer	Term to May 2025
Guillaume Pouchot, Assistant Secretary	Term to May 2027
Julie Pero, Secretary	Term to May 2025
VACANT	Term to May 2027

Link: <https://us06web.zoom.us/j/81164585622?pwd=vapUKEACulpbLOnmxBdQaBQ0Su8re9.1>

Meeting ID: 811 6458 5622

Passcode: 198164

Call-in Number: +1-720-707-2699

NOTICE OF REGULAR MEETING AND AGENDA

1. Call to Order/Declaration of Quorum
2. 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 that are not otherwise on the agenda. Comments will be limited to three (3) minutes per person.
5. Consent Agenda
 - a. Approval of Minutes from July 9, 2024 Regular Meeting (**enclosure**)
 - b. Approval of Minutes from July 9, 2024 Annual meeting (**enclosure**)
 - c. Ratification of Independent Contractor Agreement with Environmental Landworks Company, Inc for 2024/2025 Snow Maintenance Services (**enclosure**)
 - d. Ratification of Independent Contractor Agreement (Management Services) with Advance HOA Management, Inc. (**enclosure**)
 - e. Ratification of Termination of Independent Contractor Agreement (District Management Services) with Stillwater Community Management, LLC (**enclosure**)
 - f. Ratification of 2023 Audit (**enclosure**)
 - g. Approval of Renewal of Property and Liability Schedule and Limits, Workers Compensation Coverage, and SDA Membership for 2025 (**enclosure**)
6. Financial Matters
 - a. Consider Acceptance of Unaudited Financials (**enclosure**)
 - b. Consider Approval of Claims Payables (**enclosure**)

2024 REGULAR MEETING SCHEDULE

January 9, April 9, July 9, and October 8, 2024 at 2:30 p.m. via teleconference

- c. Conduct Public Hearing on 2024 Budget Amendment and Consider Adoption of Resolution Amending 2024 Budget (if necessary)
 - d. Conduct Public Hearing on 2025 Budget and Consider Adoption of Resolution Adopting 2025 Budget and Appropriating Funds (**enclosure**)
 - e. Consider Approval of Master Service Agreement and Special Districts Preparation Scope of Work and Payroll Services Scope of Work with CliftonLarsonAllen LLP for District Accounting Services (**enclosure**)
 - f. Consider Auditor Proposals for 2024 Audit
 - g. Discuss Potential 2025 Bond Refinancing
 - h. Other Financial Matters
7. Management Updates
- a. District Manager's Report (**enclosure**)
 - b. Discussion Regarding Social Committee
8. Legal Matters
- a. Consider Adoption of Resolution Regarding Policies, Procedures and Penalties for the Enforcement of the Governing Documents (**enclosure**)
 - b. Consider Adoption of 2025 Annual Administrative Resolution (**enclosure**)
 - c. Consider Approval of Amended and Restated Public Records Request Policy (**enclosure**)
 - d. Discussion Regarding Document Inventory and Make a Final Determination for Remediation of District Documents (**enclosure**)
 - i. Consider Approval of Proposal from Heatherly Creative for Website Maintenance and Accessibility Services (**enclosure**)
 - ii. Consider Approval of Resolution Adopting a Website Accessibility Policy and Designating a Compliance Officer (**enclosure**)
 - e. Consider Adoption of Resolution Calling May 6, 2025 Election (**enclosure**)
 - f. Consider Approval of Proposal for Covenant Enforcement and Collection Services (**enclosure**)
 - g. Other Legal Matters
9. Other Business
10. Adjourn

2024 REGULAR MEETING SCHEDULE

January 9, April 9, July 9, and October 8, 2024 at 2:30 p.m. via teleconference