

PARK UNION BUSINESS IMPROVEMENT DISTRICT

121 S. Tejon Street, Suite 100
Colorado Springs, CO 80903
Phone: 719-635-0330
Website: www.parkunionbid.com

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: November 30, 2023
TIME: 9:30 a.m.
LOCATION: via Microsoft Teams

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

1. To attend via Microsoft Teams Videoconference use the below link:

ACCESS: https://teams.microsoft.com/l/meetup-join/19%3ameeting_OTI4OGY2MzctZjE4ZS00NGFiLWE3MDItM2ZiYWFKZTk5MjQ3%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d

2. To attend via telephone, dial 720-547-5281 and enter the following additional information: Conference ID: 570 616 280#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Christopher S. Jenkins	President	May, 2027
David D. Jenkins	Secretary	May, 2027
Delroy L. Johnson	Treasurer	May, 2027
Gregory Barbuto	Assistant Secretary	May, 2025
Jeffery Finn	Assistant Secretary	May, 2025

I. ADMINISTRATIVE MATTERS

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm quorum, 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 that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- E. Review and consider approval of minutes from the September 5, 2023 and November 2, 2023 special Board meetings (enclosure).
- F. Consider adoption of the Resolution Regarding 2024 Annual Administrative Matters (enclosure).
- G. Discuss and consider approval of 2024 insurance renewal (enclosure).
 - 1. Discuss and consider Worker's Compensation insurance for 2024; If necessary, consider adoption of Resolution Excluding Worker's Compensation.
 - 2. Consider authorization of renewing membership in the Special District Association for 2024.

II. FINANCIAL MATTERS

- A. Approve and/or ratify approval of payment of claims (enclosure).
- B. Review and consider acceptance of Cash Position Schedule (enclosure).
- C. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution to Amend the 2023 Budget (enclosure).
- D. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and Authorize the Certification of the Mill Levy (enclosures).
- E. Authorize District Accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- F. Consider appointment of District Accountant to prepare 2025 Budgets.
- G. Ratify Approval of 2022 Audit Report (enclosure).
- H. Consider approval of the engagement letter with BiggsKofford to prepare the 2023 Audit (enclosure).

III. LEGAL MATTERS Review of 2023 Legislative Update Memorandum (enclosure).

IV. MANAGER MATTERS

- A. Consider approval of CliftonLarsonAllen LLP Master Services Agreement and statement(s) of work for 2024 (enclosure).

V. OTHER BUSINESS

VI. ADJOURNMENT

There are no remaining regular meetings scheduled for 2023.