

AVIATION STATION NORTH METROPOLITAN DISTRICT NO. 5

141 Union Boulevard, Suite 150
Lakewood, Colorado 80228-1898
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NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors</u>	<u>Office</u>	<u>Term/Expires</u>
Susan Stanton	President	2016/May 2016
Conan Blakemore	Treasurer	2018/May 2016
VACANT		2018/May 2018
VACANT		2016/May 2016
VACANT		2016/May 2016
Lisa A. Johnson	Secretary	

DATE: **December 3, 2015**
TIME: **9:00 a.m.**
PLACE: **Special District Management Services, Inc.**
 141 Union Boulevard, Suite 150
 Lakewood, CO 80228

I. ADMINISTRATIVE MATTERS

- A. Present Disclosures of Potential Conflicts of Interest.

- B. Approve Agenda and confirm location of meeting and posting of notices.

- C. Discuss meeting dates, time and location.

- D. Review and approve Minutes from the September 17, 2015 Special Meeting (enclosure).

II. FINANCIAL MATTERS

- A. Review and ratify approval of the payment of claims for the period ending November __, 2015, as follows (to be distributed):

General Fund:	\$
Debt Service Fund:	\$
Capital Projects Fund:	\$
Total:	\$

- B. Conduct Public Hearing to consider Amendment to the 2015 Budget. Consider adoption of a Resolution to Amend 2015 Budget (enclosure).

- C. Conduct Public Hearing on the proposed 2016 Budget and consider adoption of a Resolution Adopting Budget, Imposing Mill Levy and Appropriating Funds (2016) (for General Fund _____, Debt Services Fund _____, and Other Fund(s) _____ for a total mill levy of _____) (enclosures – preliminary assessed valuation, draft 2016 Budget, and Resolution).

- D. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

- E. Consider appointment of District Accountant to prepare and file the Application for Exemption from audit for the year ended 2015 or solicit proposals to prepare the 2015 audit.

III. LEGAL MATTERS

- A. Consider adoption of Annual Administrative Resolution (2016) (enclosure).

- B. Consider approval of Resolution Regarding Election (enclosure).

- C. Consider approval of Resolution Adopting the Colorado Special District Records Retention Schedule (enclosure).

- D. Consider Adopting a Public Records Request Policy (enclosure).

- E. Consider approval of a continued engagement letter with White Bear Ankele Tanaka & Waldron, P.C. (enclosure).

IV. OTHER BUSINESS

- A. Review proposals and consider approval of an Independent Contractor Agreement with TZA Water Engineers, a Lamp Rynearson Company for revisions to boundary map (enclosures).
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V. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2015.**

Informational Enclosure:

- Special District Public Disclosure