

# CITY CENTER WEST COMMERCIAL METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898  
Tel: 303-987-0835 - 800-741-3254  
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<https://citycenterwestcommercialmd.colorado.gov>

## **NOTICE OF SPECIAL MEETING AND AGENDA**

### **Board of Directors:**

Andrew R. Klein  
Michael J. Schroeder  
Paige Langley  
VACANT  
VACANT  
David Solin

### **Office:**

Treasurer  
Asst. Secretary  
Asst. Secretary  
  
Secretary (non-elected position)

### **Term/Expiration:**

2027/May 2027  
2027/May 2027  
2029/May 2029  
2027/May 2027  
2029/May 2029

DATE: Friday, November 21, 2025

TIME: 11:30 A.M.

PLACE: Zoom Meeting: The meeting can be joined through the directions below:

*\* Individuals requiring special accommodation to attend and/or participate in the meeting please advise the District Manager (dsolin@sdmsi.com or 303-987-0835) of their specific need(s) before the meeting.*

<https://us02web.zoom.us/j/5469119353?pwd=SmtlcHJETFhCQUZEcVBBOGZVU3Fqdz09>

**Meeting ID:** 546 911 9353

**Passcode:** 912873

**Dial In:** 1 (719) 359-4580

## I. PUBLIC COMMENTS

- A. 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.
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## II. ADMINISTRATIVE MATTERS

- A. Present disclosures of potential conflicts of interest.
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- B. Confirm quorum, location of the meeting, and posting of meeting notices. Approve Agenda.
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- C. Review and consider approval of the Minutes of the June 24, 2025, Special Meeting (enclosure).
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- D. Acknowledge the resignation of Mike Sandene, effective November 18, 2025.
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E. Consider appointment of Officers:

President: \_\_\_\_\_

Treasurer: \_\_\_\_\_

Secretary: \_\_\_\_\_

Assistant Secretary: \_\_\_\_\_

Assistant Secretary: \_\_\_\_\_

F. Discuss business to be conducted in 2026 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates (suggested dates are June 8, 2026 and November 9, 2026 at 1:00 p.m.) and consider adoption of Resolution No. 2025-11-01 Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

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III. FINANCIAL MATTERS

A. Review and ratify approval of payment of claims as follows (enclosures):

Fund	Period Ending Jul. 2025	Period Ending Aug. 2025	Period Ending Sept. 2025	Period Ending Oct. 2025
General	\$ 17,830.68	\$ 17,848.42	\$ 9,557.80	\$ 22,064.66
Debt	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Capital	\$ -0-	\$ -0-	\$ -0-	\$ -0-
Payroll	\$ -0-	\$ -0-	\$ 289.40	\$ -0-
Total	\$ 17,830.68	\$ 17,848.42	\$ 9,847.20	\$ 22,064.66

B. Review and accept unaudited financial statements (enclosure).

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C. Review and ratify approval of 2024 Audit (enclosure), and authorization of execution of Representations Letter.

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D. Consider engagement of Tatton and Company LLC for preparation of 2025 Audit (enclosure).

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E. Conduct Public Hearing to consider Amendment of 2025 Budget. If necessary, consider adoption of Resolution to Amend the 2025 Budget.

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F. Conduct Public Hearing on the proposed 2026 Budget and consider adoption of Resolution No. 2025-11-02 Resolution to Adopt the 2026 Budget and Appropriate Sums of Money, and Resolution No. 2025-11-03 Resolution to Set Mill Levies (enclosures – preliminary AV, draft 2026 Budget, and Resolutions).

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- G. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan.

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- H. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information Form (“Certification”). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.

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- I. Consider appointment of the District Accountant to prepare the 2027 Budget and set the date for a Public Hearing to adopt the 2027 Budget for November 9, 2026, at 1:00 p.m., to be held via videoconference.

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VI. LEGAL MATTERS

- A. Conduct public hearing to consider exclusion of approximately 15.433 acres of property owned by The Element II Apartments, LLC out of the boundaries of the District. Consider adoption of Resolution for Exclusion of Real Property.

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- B. Discuss status of conveyance of Outlots A, B and C, H-P, and authorize necessary actions in connection therewith.

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- C. Discuss status of Access and Maintenance Easement Agreement (for Outlots B and C Drainage Improvements) by and between the District, as grantor, and City Center West Residential Metropolitan District No. 2, as grantee, and authorize necessary actions in connection therewith.

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- D. Discuss status of PILOT collections.

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- E. Review and consider approval of Sixth Amendment to Amended and Restated Operation Funding Agreement between the District and City Center West, LP (enclosure).

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- F. Discuss requirements of Section 32-1-809, C.R.S. (Transparency Notice), and direct staff regarding compliance for 2026.

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- G. Discuss HB25-1090 compliance related to professional services provider engagements.

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V. CAPITAL MATTERS

- A. Discuss status of construction.
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VI. OPERATION MATTERS

- A. 

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VII. OTHER BUSINESS

- A. 

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VIII. ADJOURNMENT ***THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2025.***

Informational Enclosure:

- Memo regarding New Rate Structure from Special District Management Services, Inc.