

CASTLE PINES COMMERCIAL METROPOLITAN
DISTRICT NO. 4

2001 16th Street, Suite 1700
Denver, CO 80202
Phone: 303-779-5710

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Monday, November 3, 2025

TIME: 2:30 p.m.

LOCATION: via Zoom

ACCESS: To attend via Zoom Videoconference, use the below link:

<https://us06web.zoom.us/j/89425972872?pwd=FwlohXpYiKLfp5rt1blGINe0yBUT7D.1>

Meeting ID: 894 2597 2872
Passcode: 559420

To attend via telephone, dial 720-707-2699

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Tim O'Connor	President	May, 2027
Dustin Anderson	Treasurer/Secretary	May, 2029
Vacant	Director	May, 2027
Vacant	Director	May, 2029
Vacant	Director	May, 2029

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 notice.
- 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. Consider adoption of the Annual Administrative Resolution (2026) (enclosure).
 - i. Confirm 2026 meeting dates and times:

II. CONSENT AGENDA

- A. Review and consider approval of Minutes from the July 7, 2025 Regular Meeting (enclosure).
- B. Review and ratify 2024 Annual Report to the City (enclosure).
- C. Review and consider approval of proposal from Bluebird Maintenance Co. for 2026 street cleanup and portering services in the amount of \$285/month (enclosure).
- D. Review and consider adoption of Amended and Restated Digital Accessibility Policy (enclosure).
- E. Approval of Special District Disclosure Notice Pursuant to § 32-1-809, C.R.S.

III. FINANCIAL MATTERS

- A. Review, approve and ratify claims in the amount of \$22,877.24 (enclosure).
- B. Review and consider acceptance of September 30, 2025 Unaudited Financial Statements (enclosure).
- C. Conduct public hearing to consider amendment of the 2025 Budget. If necessary, consider adoption of Resolution to Amend the 2025 Budget.
- D. Conduct public hearing on the proposed 2026 Budget and consider adoption of Resolution to Adopt the 2026 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures).
- E. Consider approval of the engagement letter with Dazzio & Associates, PC to prepare the 2025 Audit (enclosure).

IV. LEGAL MATTERS

- A. Discuss 2026 Legislative Memorandum (enclosure).
- B. Consider approval of updated WBA, PC Engagement Letter per HB25-1090 (to be distributed).
- C. Other legal matters.

V. MANAGER MATTERS

- A. Review and consider approval of CliftonLarsonAllen LLP Statements of Work for Accounting and Management Services for 2026. Review and acknowledge CLA Cash Access Policy (enclosures – Accounting SOW to be distributed).
- B. Review and consider approval of Property and Liability Coverage renewal for 2026. Discuss changes needed to the property schedule (if any) (enclosure).
- C. Discuss and consider worker’s compensation insurance for 2026 (enclosure).
- D. Consider authorization to renew membership in the Special District Association for 2026.
- E. Other management matters.

VI. OTHER BUSINESS

VII. ADJOURNMENT

There are no more regular meetings scheduled for 2025.