

**POUDRE HEIGHTS VALLEY METROPOLITAN DISTRICT**

2619 Canton Court, Suite A

Fort Collins, CO 80525

Phone: 970-484-0101

<https://ccgcolorado.com/poudreheightsvalley/>

**NOTICE OF SPECIAL MEETING AND AGENDA**

<b><u>Board of Directors</u></b>	<b><u>Office</u></b>	<b><u>Term Expires</u></b>
Chelsey M. Green	President	May 2027
Lisa A. Albers	Assistant Secretary	May 2027
Vacant		May 2025
Vacant		May 2025
Vacant		May 2025

**DATE: November 15, 2023**

**TIME: 8:00 a.m.**

**ACCESS:**

**You can attend the meeting in any of the following ways:**

**1. To attend via Zoom, use the following link to the videoconference:**

<https://us02web.zoom.us/j/88099143877?pwd=bjFRSnpVS1RqcXZpR1RoeVM3WWtnUT09>

**2. To attend via telephone, dial 1-719-359-4580 and enter the following additional information:**

**Meeting ID: 880 9914 3877**

**Passcode: 828215**

**I. ADMINISTRATIVE MATTERS**

A. Confirm quorum and present disclosures of potential conflicts of interest.

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B. Approve agenda; confirm location of meeting and posting of meeting notice.

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C. Acknowledge the resignations of Melanie Freeman and Daniel Lorden, effective December 22, 2022 and January 27, 2023, respectively.

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D. Discuss results of May 2, 2023 Regular Director Election (enclosure).

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E. Discuss vacancies on the Board and consider the appointment of Patrick Iffrig, eligible elector of the District, to the Board of Directors (Notice of Vacancy published October 11, 2023).

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F. Consider the appointment of officers:

President: \_\_\_\_\_  
Secretary: \_\_\_\_\_  
Treasurer \_\_\_\_\_  
Assistant Secretary: \_\_\_\_\_  
Assistant Secretary: \_\_\_\_\_

G. Public comment.

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H. Review and consider approval of October 25, 2022 regular meeting minutes (enclosure).

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I. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and consider adoption of Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Posting Location for 24-Hour Notices (enclosure).

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E. Insurance Discussion

1. Cyber Security and Increased Crime Coverage.
  2. Establish Insurance Committee to make final determinations regarding insurance, if necessary.
  3. Authorize obtaining workers' compensation coverage and renewal of District's insurance and Special District Association (SDA) membership for 2024.
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II. FINANCIAL MATTERS

- A. Ratify approval of 2022 Audit Exemption Application (enclosure).
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- B. Conduct Public Hearing to consider Amendment to 2023 Budget and consider adoption of Resolution Amending the 2023 Budget, if necessary.
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- C. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – preliminary AV, draft budget and Resolutions).
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- D. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties
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- E. Consider the appointment of Centennial Consulting Group, LLC to prepare and file the 2023 Audit Exemption Application.
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- F. Consider the appointment of District Accountant to prepare 2025 Budget.
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IV. LEGAL MATTERS

- A. Ratify approval of Resolution No. 2023-01-01 Amended and Restated Resolution Calling a Regular Election for Directors May 2, 2023.
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- B. Discuss and consider approval of First Amendment to Operation Funding Agreement between the District and Meritage Homes of Colorado, Inc. (enclosure).
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- C. Discuss and consider adoption of Resolution Amending Policy Regarding Colorado Open Records Act Requests (enclosure).
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- D. Ratify approval of the Perpetual Easement Agreement (Tract J) between Poudre Heights Master Association, Inc. and the District (enclosure).
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- E. Ratify approval of the Perpetual Easement Agreement (Tract J and H) between Poudre Heights Master Association, Inc. and the District (enclosure).
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- F. Discuss requirements of Section 32-1-809, C.R.S., (District Transparency Notice) and direct staff regarding compliance for 2024 (post on SDA and District's websites).
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V. COVENANT ENFORCEMENT / DESIGN REVIEW

- A. Discuss status of Declaration of Covenants.
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VI. CONSTRUCTION / DEVELOPMENT MATTERS

- A. Discuss development / construction outlook.
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VII. OTHER BUSINESS

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VIII. ADJOURNMENT - **There are no more regular meetings scheduled for 2023.**