

CHAPEL HEIGHTS METROPOLITAN DISTRICT

121 S. Tejon Street, Suite 1100
Colorado Springs, Colorado 80903
719-635-0330
www.chapelheightsmd.com

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Monday, November 4, 2024

TIME: 10:00 a.m.

LOCATION: Via Microsoft Teams

ACCESS: To attend via Microsoft Teams Videoconference, use the below link:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_Y2Q0YjEzNjktYWUxOS00MmIwLWE0M2ItYjBjZmQ4ZDViZmNh%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22294eff39-c7d0-48c1-bc01-2bf9670aa52a%22%7d

Meeting ID: 224 245 127 282 Passcode: Ex6AyD
To attend via telephone, dial 612-213-1012 and enter Conference ID: 944 373 756#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
James Byers	President	May, 2025
Mick Schuhmacher	Treasurer	May, 2025
Vacant	_____	May, 2027
Vacant	_____	May, 2025
Vacant	_____	May, 2027

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. Review and consider approval of minutes from the September 16, 2024, special board meeting and September 16, 2024, annual meeting (enclosure).
- E. Consider adoption of the Resolution Regarding 2025 Annual Administrative Matters (enclosure).
 - a. Proposed Annual Meeting date: September 2, 2025 at 10:00 a.m.
- F. Discuss vacancies on the Board/slate of officers.

- G. 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.

II. FINANCIAL MATTERS

- A. Review and consider approval of current claims and ratification of previous claims (to be distributed).
- B. Review and consider acceptance of September 30, 2024 Unaudited Financial Statements (to be distributed).
- C. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget (enclosure).
- D. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and to set Mill Levies (enclosure).
- 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. Authorize Board member to sign MLC.
- F. Ratification of preparation and filing of the 2023 Audit (enclosure).
- G. Review and consider approval of engagement letter with BiggsKofford to prepare the 2024 Audit (enclosure).

III. LEGAL MATTERS

- A. Review and consider adoption of Resolution Calling a Regular Election for Directors on May 6, 2025, appointing the Designated Election Official (“DEO”), notice and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure).
- B. Discuss and consider the adoption of Resolution Regarding Colorado Open Records Act Requests (enclosure).
- C. Discuss and consider approval of the Second Amendment to the Service and Management Agreement with YMCA Pikes Peak Region (to be distributed).

IV. LANDSCAPING MATTERS

- A. Review and consider approval of 2025-2026 Fisk Lawns, LLC DBA Fisk Landscapes Proposal for landscape maintenance services in the amount of \$34,512.00 (enclosure).

V. MANAGER MATTERS

- A. Covenant Enforcement Updates.
- B. Community Center Updates.
- C. Review and consider approval of Property and Liability Coverage renewal for 2025. Discuss changes needed to property schedule (if any) (to be distributed).
- D. Consider Adoption of the Resolution Regarding Workers Compensation Exclusion for 2025 (enclosure).
- E. Consider approval of CliftonLarsonAllen LLP Statement(s) of Work for 2025 (enclosures).
- F. Authorize Board member or committee to work with district staff to transition website to ADA compliant hosting platform (enclosure).

VI. OTHER BUSINESS

- A. Confirm Regular Meeting on December 2, 2024 at 10:00 a.m.

VII. ADJOURNMENT

The next regular meeting is scheduled for December 2, 2024 at 10:00 a.m.