

# CHAPEL HEIGHTS METROPOLITAN DISTRICT

121 S. Tejon Street Suite 1100  
Colorado Springs, Colorado  
719-635-0330  
[www.chapelheightsmd.com](http://www.chapelheightsmd.com)

## NOTICE OF SPECIAL MEETING AND AGENDA

**DATE:** February 28, 2024

**TIME:** 9:00 a.m.

**LOCATION:** Via Microsoft Teams

You can attend the meetings in any of the following ways:

1. To attend virtually please see the below link to the video conference:

**ACCESS:**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NGUyNzBiNTUtYWQ3Zi00MzdkLTkxYTQtNTM1ZTQ1MzQ2MzE1%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](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGUyNzBiNTUtYWQ3Zi00MzdkLTkxYTQtNTM1ZTQ1MzQ2MzE1%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)

2. To attend via telephone, dial +1 612-213-1012

Phone Conference ID: 308 030 108#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
James Byers	President	May, 2025
Rich Vorwaller	Secretary	May, 2027
Mick Schuhmacher	Treasurer	May, 2025
Vacant	Director	May, 2025
Vacant	Director	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. 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. Review and consider approval of Minutes from the November 6, 2023 regular Board meeting (enclosure).

**II. FINANCIAL MATTERS**

A. Review and consider approval of current claims and ratification of previous claims (enclosure).

B. Review and consider acceptance of December 31, 2023 Unaudited Financial Statements (enclosure).

C. Discuss statutory requirements for an audit. Consider appointment of District Accountant to prepare Application for Audit for 2023.

D. Review and consider approval of the First Amendment to Fee Resolution (enclosure).

**III. LEGAL MATTERS**

**IV. MANAGER MATTERS**

A. Covenant Enforcement Updates (enclosure).

B. Community Center Updates (enclosure).

C. Review and consider Service Agreement with Haynes Mechanical for preventative maintenance (enclosure).

**V. OTHER BUSINESS**

**VI. ADJOURNMENT**

**The next regularly scheduled Board meeting is  
March 4, 2024 at 10:00 a.m.**