

# POUDRE HEIGHTS VALLEY METROPOLITAN DISTRICT

2619 Canton Court, Suite A  
Fort Collins, CO 80525  
Phone: 970-484-0101

## NOTICE OF SPECIAL MEETING AND AGENDA

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Chelsey Green	President	May 2027
Patrick Iffrig	Treasurer	May 2025
Lisa Albers	Assistant Secretary	May 2027
Vacancy		May 2025
Vacancy		May 2025
Jennifer S. Henry, McGeady Becher P.C.	Secretary	

**DATE:** July 9, 2024

**TIME:** 1:30 p.m.

**PLACE:** Via Zoom

### **Zoom information:**

**<https://zoom.us/j/98780232113?pwd=EmkmxKl4fgVRZw6GWdmHM3qAOoUUen.1>**

**Meeting ID: 987 8023 2113**

**Passcode: 865831**

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

## I. ADMINISTRATIVE MATTERS

- A. Confirm quorum and present disclosures of potential conflicts of interest.
- B. Approve agenda; confirm location of meeting and posting of meeting notice.
- C. Public comment.
- D. Review and consider approval of November 15, 2023, special meeting minutes (enclosure).
- E. Discuss vacancies on the Board and consider the appointment of District eligible electors, Carla Hawkins and Eric Harris, to the Board of Directors (*Notice of Vacancy published May 10, 2024*).
- F. Discuss District website accessibility matters and authorize necessary actions in connection therewith.
- G. Discuss insurance requirements (public officials' liability, general liability, workers' compensation, comprehensive crime). Consider adoption of Resolution to obtain insurance coverage through the Colorado Special Districts Property and Liability Pool and join the Special District Association and approve Agency Services Agreement with T. Charles Wilson for agency services (to be distributed).

## II. FINANCIAL MATTERS

- A. Ratify approval of the 2023 Audit Exemption Application (enclosure).

- B. Review and ratify / approve the payment of claims for the period of November 1, 2023, through May 31, 2024 (enclosure).
- C. Review and consider acceptance of Unaudited Financial Statements for the period ending May 31, 2024 (enclosure).
- D. Conduct Public Hearing to consider amendment of the 2024 Budget and consider adoption of Resolution to Amend the 2024 Budget (enclosure).
- E. Review Cost Certification Report #1 dated April 23, 2024, prepared by Independent District Engineering Services, LLC (“Report #1) and consider acceptance of verified costs under Report #1 (enclosure).
- F. Discuss the issuance of the District’s Limited Tax General Obligation Bonds, Series 2024 and Subordinate Limited Tax General Obligation Bonds, Series 2024B.
  - 1. Review and consider the engagement of D.A. Davidson & Co. for Investment Banking Services (enclosure).
  - 2. Review and Consider the engagement of Ballard Spahr LLP for Bond Counsel Services (enclosure).
  - 3. Review and consider the engagement of Causey Demgen & Moore P.C. for Cashflow Forecast Services (enclosure).
  - 4. Discuss and ratify the engagement of Zonda Advisory for Market Analyst Services.
  - 5. Discuss additional consultants related to 2024 Bond issuance and authorize necessary actions in connection therewith.

III. LEGAL MATTERS

- A. Ratify approval of Master Service Agreement for District Engineering Services with Independent District Engineering Services, LLC and Task Order No. 1 thereunder (enclosures).

IV. CONSTRUCTION / DEVELOPMENT MATTERS

- A. Discuss status of development.

V. OTHER BUSINESS

- A. Other business.

VI. ADJOURNMENT

**The next Regular scheduled meeting is November 13, 2024, at 5:45 p.m. at the Winsor Recreation Center and via Zoom.**