

POUDRE HEIGHTS VALLEY METROPOLITAN DISTRICT

2619 Canton Court, Suite A
Fort Collins, CO 80525
Phone: 970-484-0101
<https://poudreheightsvalleymd.org>

NOTICE OF REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Chelsey M. Green	President	2027/May 2027
Carla Hawkins	Secretary	2025/May 2025
Eric Harris	Treasurer	2025/May 2025
Pat Iffrig	Assistant Secretary	2025/May 2025
Lisa Albers	Assistant Secretary	2027/May 2027

DATE: November 13, 2024
TIME: 5:45 p.m.
LOCATION: Windsor Community Center
Maple Room
250 N. 11th Street
Windsor, CO
and VIA ZOOM

Zoom information:
<https://zoom.us/j/99736800591?pwd=p2EtC8NCWMP7KAwGWYyWwC24N5Ie6U.1>
Meeting ID: 997 3680 0591
Passcode: 473358
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. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes.
- D. Review and consider approval of September 9, 2024, special meeting minutes (enclosure).
- E. Discuss business to be conducted in 2025 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 Location for Posting of 24-Hour Notices (enclosure).

- F. Discuss and authorize renewal of District insurance and Special District Association (SDA) membership for 2025 and direct District Manager to file necessary paperwork for such renewals.
- G. Discuss and consider approval of Letter of Engagement for Management, Administration and Accounting Services with Centennial Consulting Group, LLC regarding 2025 billing rates (enclosure).

II. FINANCIAL MATTERS

- A. Review and consider ratification of payables from August 1, 2024, through September 30, 2024 (*enclosure*).
- B. Review and consider acceptance of Unaudited Financial Statements Period Ending September 30, 2024 (*enclosure*).
- C. Conduct Public Hearing on the 2024 Budget Amendment and consider adoption of Resolution Amending the 2024 Budget, if necessary.
- D. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt Budget and to Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures – Preliminary AV, draft budget and Resolutions).
- E. Review and consider adoption of Resolution Authorizing Adjustment of District Mill Levy in Accordance with the Service Plan (enclosure).
- F. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”), and direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.
- G. Consider appointment of District Accountant to prepare 2026 Budget.
- H. Review and consider adoption of Resolution Regarding Continuing Disclosure Policies and Procedures (enclosure).
- I. Discuss statutory requirements for an audit, obtaining proposals for 2024 Audit Services and authorize necessary actions in connection therewith.

III. LEGAL MATTERS

- A. Discuss and consider approval of the Second Amendment to Operation Funding Agreement between District and Meritage Homes of Colorado, Inc. (enclosure).

- B. May 6, 2025 Regular Director Election and consider adoption of Resolution Calling May 6, 2025 Election for Directors, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination Forms are due by February 28, 2025 (enclosure). Discuss the need for ballot issues and/or questions.
- C. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (District Transparency Notice).
- D. Discuss license agreement for maintenance services between the District and the Poudre Heights Valley Homeowners Association, Inc. and authorize necessary actions in connection therewith.
- E. Discuss District services for 2025 and consider approval of necessary service agreements for related services.

IV. CONSTRUCTION / DEVELOPMENT MATTERS

- A. Report on status of development.

V. OTHER BUSINESS

VI. ADJOURNMENT

There are no more regular meetings scheduled in 2024.