

COUNTRY CLUB HIGHLANDS METROPOLITAN DISTRICT

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NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Monday, *November 13, 2023*

TIME: 11:00 a.m.

LOCATION
& ACCESS: VIA Zoom or telephonically

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

1. Join Zoom Meeting
<https://us02web.zoom.us/j/89635121515?pwd=eng4UjdiWmtmUVZIMDJGVXdqZEgzZz09>
2. To attend via telephone, dial **1-346-248-7799** and enter the following additional information:
 - a. Meeting ID: **896 3512 1515**
 - b. Password: **761617**

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires / Next Election</u>
Pat McClanahan	President / Treasurer	May 2027 / 2025
Vacant		May 2027 / 2025
Vacant		May 2027 / 2025
Vacant		May 2025 / 2025
Vacant		May 2025 / 2025
Lisa A. Jacoby	Secretary	-

I. ADMINISTRATIVE MATTERS

A. Present disclosures of potential conflicts of interest.

B. Confirm quorum, location of meeting and posting of meeting notice. Approve agenda.

- C. Acknowledge the resignation of Terry Gordon from the Board of Directors effective August 26, 2023. Discuss vacancies on the Board of Directors and consider the appointment of eligible elector(s). Administer Oaths of Director, if necessary.
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- D. Consider appointment of Officers.

President _____
Treasurer _____
Secretary _____
Asst. Secretary _____
Asst. Secretary _____

- E. Public Comment.
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- F. Review and consider approval of Minutes from the August 23, 2023 special meeting (enclosure).
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- G. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meeting dates and annual “Town Hall” meeting, and consider adoption of Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Posting Location for 24-Hour Notices (enclosure) [suggested date is Monday, November 4, 2024].
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- H. Discuss and consider action for the following insurance matters:

- i. Cyber security and increased crime coverage.
 - ii. Establish Insurance Committee to make final determinations regarding insurance, if necessary.
 - iii. Authorize renewal of District’s insurance and Special District Association (“SDA”) membership for 2024.
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- I. Discuss requirements of Section 32-1-809, C.R.S. (Transparency Notice) reporting requirements and direct staff regarding compliance for 2024. [Post on District Website, SDA website, and provide to HOA].
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II. FINANCIAL MATTERS

- A. Ratify approval of the 2022 Audit Exemption Application (enclosure).
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- B. Ratify / approve payment of claims (enclosure).
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- C. Review and discuss the Statement of Cash Position and unaudited financial statements for the period ending September 30, 2023 (enclosure).
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- D. Consider making a final determination regarding the inability to make a scheduled bond payment (Section 32-1-903(3), C.R.S.)
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- E. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution to Amend the 2023 Budget.
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- F. 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 assessed valuation, draft budget and resolutions).
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- G. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form (“Certification”), and direct Accountant to file the Certification with the Board of County Commissioners and other interested parties.
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- H. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan (enclosure).
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- I. Consider appointment of Simmons & Wheeler, P.C. to prepare the 2025 Budget.
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- J. Discuss statutory requirements for an audit. Consider appointment of Simmons & Wheeler P.C., to prepare and file Application for Exemption from Audit for 2023.
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III. LEGAL MATTERS

- A. Discuss and consider adoption of Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).
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IV. OTHER BUSINESS

- A.
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V. ADJOURNMENT - There are no further meetings scheduled in 2023.