

CHAPARRAL POINTE METROPOLITAN DISTRICT

111 S. Tejon Street, Suite 705
Colorado Springs, Colorado
719-635-0330

<https://www.chaparralpointemd.com/>

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Wednesday, November 17, 2021

TIME: 1:00 p.m.

LOCATION: **VIA MICROSOFT TEAMS**

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

1. To attend via Microsoft Teams video conference use the below link:

[Click here to join the meeting](#)

https://teams.microsoft.com/l/meetup-join/19%3ameeting_NTJkYzZmMzctMjIwYi00ZDFkLTljYmItZjlkN2VmNW M2MTdj%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225acb2ee9-0c6a-434f-b826-75c9b8c2cad0%22%7d

ACCESS:

2. To attend via telephone, dial 720-547-5281 and enter the following additional information:

Conference ID: 131 760 809#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Michael Fenton	President	May, 2022
Sarah Darneal	Secretary	May, 2023
Jeffrey Mattson	Treasurer	May, 2023
Brian Mulqueen	Assistant Secretary	May, 2022
Cynthia Myers	Assistant Secretary	May, 2022

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 June 9, 2021 special meeting and the June 23, 2021 continued special meeting.
- F. Discuss business to be conducted in 2022 and schedule regular Board meetings. Consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices. Appoint representative to post notices within the District.
- G. Consider approval of CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work.
- H. Discuss and consider approval of 2022 insurance renewal. Consider adoption of documents needed to maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and authorize renewal of membership in the Special District Association.

II. FINANCIAL MATTERS

- A. Consider acceptance of September 30, 2021 Unaudited Financial Statements.
- B. Consider ratification of previous claims and approval of current claims.
- C. Discussion regarding District Fees; Consider adoption of Resolution Regarding the Imposition of District Fees (if necessary).
- D. Consider approval of 2022 Fee Schedule.
- E. Conduct Public Hearing to consider amendment of the 2021 Budget. If necessary, consider adoption of Resolution to Amend the 2021 Budget.
- F. Conduct Public Hearing on the proposed 2022 Budget and consider adoption of Resolution to Adopt the 2022 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies.

- G. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan.
- H. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- I. Consider appointment of District Accountant to prepare 2023 Budget.
- J. Consider approval of the engagement letter of Biggs, Kofford & Co., P.C. to prepare the 2021 Audit.

III. LEGAL MATTERS

- A. Discuss and consider approval of Third Amendment to Operation Funding Agreement with Century Land Holdings, LLC.
- B. Discuss status of conveyance of tracts from Century Land Holdings, LLC and acceptance of tracts by the District.
- C. Discuss May 3, 2022 Regular Director Election regarding new legislative requirements and related expenses for same.
 - a. Review and consider adoption of Resolution Calling May 3, 2022 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 25, 2022 (enclosure). Discuss the need for ballot issues and/or questions.
 - b. Discuss DEO services and authorize District President to obtain proposals and select provider.
- D. Discuss Requirements of Section 32-1-809, C.R.S (District Transparency Notice), and Direct Staff Regarding Compliance for 2022.
- E. Other.

IV. MANAGER MATTERS

- A. Consider approval of Change Order No. 1 to the Service Agreement for Waste Service and Recycling Collection with Eagle River Waste Services of CO LLC d/b/a HBS Trash.

V. OTHER BUSINESS

- A. Other.

VI. ADJOURNMENT