

# ANTELOPE HEIGHTS METROPOLITAN DISTRICT

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## NOTICE OF REGULAR MEETING AND AGENDA

**DATE:** November 4, 2024

**TIME:** 7:00 p.m.

**LOCATION:** Via MS Teams

**ACCESS:** To attend via Microsoft Teams Videoconference, use the below link:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_MDMxOWFmMzQtNWU2NS00YTEvLWIwOTUtOWRhOTkwOTM4YzI1%40thread.v2/0?context=%7b%22Tid%22%3a%224a468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_MDMxOWFmMzQtNWU2NS00YTEvLWIwOTUtOWRhOTkwOTM4YzI1%40thread.v2/0?context=%7b%22Tid%22%3a%224a468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d)

To attend via telephone, dial 720-547-5281 and enter Conference ID 298 498 653#:

| <b><u>Board of Directors</u></b> | <b><u>Office</u></b> | <b><u>Term Expires</u></b> |
|----------------------------------|----------------------|----------------------------|
| Toni Serra                       | President            | May 2025                   |
| Joel Farkas                      | Secretary/Treasurer  | May 2025                   |
| Paul M. Costello                 | Assistant Secretary  | May 2027                   |
| Vacant                           |                      | May 2027                   |
| Vacant                           |                      | May 2027                   |

### **I. ADMINISTRATIVE MATTERS**

- A. Present disclosures of potential conflicts of interest.
- B. Confirm quorum, location of meeting, posting of meeting notices and designate 24-hour posting location. Approve Agenda.
- C. 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.

- D. Review and consider approval of Minutes from the May 23, 2024 Special Meeting (enclosure).

- E. Discuss Board contact information on District’s website.
- F. 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).
- G. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2025 (District Transparency Notice).
- H. Discuss requirements of Section 32-1-306, C.R.S. and direct staff regarding compliance for 2024 (Annual Map Filing).
- I. Discuss Insurance Matters.
  - 1. Discuss insurance requirements (public officials’ liability, general liability, workers’ compensation, comprehensive crime and authorize membership in the Special District Association for 2025 (enclosure).
  - 2. Review and consider approval of Property and Liability Coverage renewal for 2025. Discuss changes needed to property schedule (if any) (enclosure).
- J. Discuss Website Accessibility Matters
  - 1. Ratify Technology Accessibility Statement and posting on website (enclosure).
  - 2. Designate website compliance coordinator.
  - 3. Consider approval of proposal from NetCentric Technologies, Inc. d/b/a/ Allyant and/or CommonLook for document remediation services (enclosure).
  - 4. Establish Website Accessibility Committee to make final determinations regarding engagement and/or termination of service providers, if necessary (enclosure).

**II. FINANCIAL MATTERS**

- A. Consider approval of interim claims (enclosure).
- B. Review and consider acceptance of June 30, 2024 Unaudited Financial Statements and Cash Position Schedule (enclosure).
- C. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.
- D. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosure).

- E. 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 Manager to file the Certification with the Board of County Commissioners and other interested parties.
- F. Consider appointment of District Accountant to prepare 2026 Budget.
- G. Discuss statutory requirements for an audit. Review and consider approval of engagement letter with Wipfli LLP to prepare 2024 Audit (to be distributed).

**III. LEGAL MATTERS**

- A. Discuss 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.

**IV. MANAGER MATTERS**

- A. Review and consider approval of Special Districts Preparation Statement(s) of Work (SOW) between the District and CliftonLarsonAllen LLP for 2025 Accounting and Management Services (enclosure).
- B. Discuss 2024/2025 Snow Removal Services.

**V. OTHER MATTERS**

**VI. ADJOURNMENT**

**There are no remaining regular meetings scheduled for 2024.**