

**HIGHLANDS METROPOLITAN DISTRICT NO. 3**

**SPECIAL MEETING**

Via teleconference

Wednesday, October 11, 2023 at 9:15 a.m.

*This meeting can be joined through the directions below:*

<https://us06web.zoom.us/j/83405602578?pwd=OUl1Smk4b2FiTUt4UksySWdkURSUT09>

Meeting ID: 834 0560 2578

Passcode: 848948

Call-in Number: 1-720-707-2699

---

James Spehalski, President	Term to May 2027
Barry Talley, Treasurer/Secretary	Term to May 2027
Linda Talley, Assistant Secretary	Term to May 2027
VACANT	Term to May 2025
VACANT	Term to May 2025

---

**NOTICE OF REGULAR MEETING AND AGENDA**

1. Call to Order/Declaration of Quorum
2. Director Conflict of Interest Disclosures
3. Approval of Agenda
4. Appointment of Officers
5. Public Comment – Members of the public may express their views to the Board on matters that affect the District that are not otherwise on the agenda. Comments will be limited to three (3) minutes per person. Comments will be taken in the order reflected on the sign in sheet.
6. Consent Agenda
  - a. Approval of Minutes from July 24, 2023 Special Meeting (enclosure).
  - b. Approval of Renewal of Property and Liability Schedule and Limits, Workers Compensation Coverage, and SDA Membership for 2024 (enclosure).
  - c. Ratification of 2022 Annual Report.
7. Legal Matters
  - a. Review and Consider Adoption of 2024 Annual Administrative Resolution (enclosure).
  - b. Review and consider Addendum to the Management Services Agreement with Public Alliance LLC for management services (enclosure).
  - c. Review and Consider Adoption of Resolution No. 5 Regarding Acceptance of District Eligible Costs Pursuant to Public Improvements Acquisition and Reimbursement Agreement with Vista Highlands Development Corporation (enclosure).
  - d. Review and Consider Adoption of Resolution No. 1 Regarding Acquisition of Public Improvements Pursuant to Public Improvements Acquisition and Reimbursement Agreement with Vista Highlands Development Corporation (enclosure).

## 8. Financial Matters

- a. Consider Approval of Claims Payable (to be distributed).
- b. Consider Acceptance of Unaudited Financial Statements (to be distributed).
- c. Consider Approval of 2022 Audited Financial Statements (to be distributed).
- d. Consider engagement of Hiratsuka & Associates, LLP for preparation of 2023 Audit, in the amount of \$\_\_\_\_\_ (to be distributed).
- e. Conduct Public Hearing on 2023 Budget Amendment and Consider Adoption of Resolution Amending 2023 Budget if necessary.
- f. Conduct Public Hearing on 2024 Budget and Consider Adoption of Resolution Adopting 2024 Budget, Imposing Mill Levy and Appropriating Funds (Resolution – enclosed, draft Budget – to be distributed).
- g. Consider appointment of District Accountant to prepare 2025 Budget and set the date of the Budget Hearing as October 9, 2024.
- h. Other Financial Matters.

## 9. Management Matters

- a. Discuss changes to the Colorado Open Records Act (“CORA”).
  - Discuss file management and conversion of District records to electronic filing.

## 10. Operations and Maintenance

- a. Review and consider approval of Task Order No. 3 to the Independent Contractor Agreement with Independent District Engineering Services, LLC for Cost Certification and Infrastructure Acquisition Services (enclosure).
- b. Review and consider approval 2023/2024 Independent Contractor Agreements for 2024 Maintenance Services:
  - Review and Consider Approval of Independent Contractor Agreement with Schultz Industries Incorporated for 2024 Landscape Maintenance Services for the amount of \$24,084.00 (enclosure).
  - Review and Consider Approval of Independent Contractor Agreement with Schultz Industries Incorporated for 2023-2024 Snow Removal Services (enclosure).

## 11. Other Business

- a. There are no more regular meetings scheduled for 2023.

## 12. Adjourn