

POWHATON COMMUNITY AUTHORITY

via teleconference
December 19, 2023 at 4:45 P.M.
<https://powhatonroadmetrodistrict.com>

This meeting can be joined through the directions below:

<https://zoom.us/j/7848826891>

Meeting ID: 784 882 6891

Participant Code: 0000

Or

Dial-In Number: 1 (719) 359-4580

Meeting ID: 784 882 6891

Participant Code: 0000

One-tap Mobile: +17193594580,,7848826891#,,,,*0000#

Powhatan Community Authority

Jennifer R. Merrick (District No. 2 Member)	Term to May 2025
Roger Hollard (District No. 3 Member)	Term to May 2027
James Spehalski (District No. 4 Member)	Term to May 2025
CJ Kirst (District No. 7 Member)	Term to May 2027
VACANT (District No. 1 Member)	
VACANT (District No. 5 Member)	
VACANT (District No. 6 Member)	
VACANT (District No. 8 Member)	
VACANT (District No. 9 Member)	
VACANT (District No. 10 Member)	
VACANT (District No. 11 Member)	

NOTICE OF SPECIAL MEETING & AGENDA

1. Call to Order/Declaration of Quorum
2. Director Conflict of Interest Disclosures
3. Approval of Agenda
4. Public Comment – Members of the public may express their views to the Boards on matters that affect the Authority. Comments will be limited to three (3) minutes per person.
5. Appointment of Officers:

President	_____
Treasurer	_____
Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____
Assistant Secretary	_____

6. Consent Agenda

- a. Approval of Regular Meeting Minutes from August 1, 2023 meeting (enclosure).
- b. Ratify approval of Independent Contractor Agreement between Authority and Brightview Landscape Services for 2023-2024 snow removal services (enclosure).
- c. Ratify approval of Independent Contractor Agreement between the Authority and Drain Check for inspection, cleaning and performing a dye test on the underdrain system (enclosure).
- d. Ratify approval of Contract between the Authority and Hydrosystems *KDI for an irrigation inspection (enclosure).
- e. Ratify approval of Contract for holiday light installation from BrightView Landscape Services, in the amount of \$4,469.25 (enclosure).

7. Legal Matters

- a. Review and consider approval of First Amendment to the Management Services Agreement with Public Alliance LLC for management services (enclosure).
- b. Review and consider adoption of Resolution No. 2023-11-01: 2024 Annual Administrative Resolution (enclosure).
 - i. Discuss regular meeting dates for 2024 (suggested dates are the first Tuesday of every other month beginning in February at 4:45 p.m. via Zoom).
- c. Review and consider approval of Third Amendment to Funding and Reimbursement Agreement (Operations and Maintenance) with Melcor/TC Aurora, LLC (enclosure).

8. Management Matters:

- a. Review and consider approval of proposal from High Plains Environmental Center for preparation of a Native Area Management Plan and herbicide alternatives for weed control, in the amount of \$7,150 (enclosure).
- b. Management Report:
 1. Review and consider approval of a proposal from BrightView Landscape Services for 2024 landscape maintenance services (enclosure).
 2. Review and consider approval of a proposal from BrightView Landscape Services for 2024 full plant health care (enclosure).
 3. Review and consider approval of proposals from BrightView Landscape Services for tree wrapping (enclosures).
 4. Review and consider approval of a proposal from BrightView Landscape Services for winter watering (enclosure).

4. Review and consider approval of proposals for signage at the Harmony Community Park from Colorado Sign Fabricators and Image 360 (enclosures).
 5. Review and consider approval of a proposal for poop scoop services from Dogwood Poop Scoop (enclosure).
 6. Review Mid-Season Irrigation Report (enclosure).
 7. Fence repairs.
 8. Holiday lighting.
 9. Other.
- c. Discuss status of acceptance of public improvements:
1. Filing No. 12 and 13 Improvements.
 - a. Review Irrigation Site Report #1 for Filing No. 1 from Hydrosystems *KDI (enclosure).
 2. Discuss status of acceptance of underdrain systems for CSP1 and 2.

9. Financial Matters

- a. Review and consider approval of accounts payable (enclosure).
- b. Consider approval of Unaudited Financial Statements (enclosure).
- c. Discuss Operation Fee Report.
- d. Discuss statutory requirements for an audit. Consider appointment of District Accountant to prepare and file Application for Exemption from Audit for 2023.
- e. Conduct Public Hearing to consider Amendment to 2023 Budget (if necessary) and consider adoption of Resolution to Amend the 2023 Budget and Appropriate Expenditures.
- f. Conduct Public Hearing on 2024 Budget and Consider Adoption of Resolution No. 2023-11-02; Adopting Budgets, Imposing Mill Levy and Appropriating Funds (enclosures).
- g. Consider appointment of District Accountant to prepare the 2025 Budget and set the date of the Budget Hearing for _____, 2024.
- h. Other Financial Matters.

10. Other Business:

- a. Discuss status of request from Harmony Master Homeowners Association (“HOA”) concerning the installation of message boards on Authority property (enclosures).
- i. Review and consider approval of Access Easement and Maintenance Agreement between the District and the HOA (enclosure).

11. Adjourn