

**NOTICE OF SPECIAL MEETING AND AGENDA
ASPEN STREET METROPOLITAN DISTRICT**

March 7, 2024 at 1:00 p.m.
Via Teleconference

This meeting can be joined through the directions below:

<https://us06web.zoom.us/j/9055929591>

Phone: 1-719-359-4580

Meeting ID: 905 592 9591

Participant code: press #

Aric Jones, Treasurer	Term to May 2025
Wes Huffines, Secretary	Term to May 2025
Gina Crespín, Assistant Secretary	Term to May 2025
Javier Galvan, Assistant Secretary	Term to May 2027
VACANT	Term to May 2027

1. ADMINISTRATIVE MATTERS

- a. Call to order
- b. Declaration of Quorum and Confirmation of Director Qualifications
- c. Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest
- d. Approval of Agenda

2. DISCUSS APPOINTMENTS TO FILL VACANCY ON THE BOARD

3. CONSIDER ELECTION OF OFFICERS

President: _____

Treasurer: _____

Secretary: _____

Assistant Secretaries: _____

4. PUBLIC COMMENT (Comments limited to three minutes per person)

5. CONSENT AGENDA - The items listed below are a group of items to be acted on with a single motion and vote by the Board. An item may be removed from the consent agenda to the regular agenda by any Board member. Items on the consent agenda are then voted on by a single motion, second and vote by the Board.

- a. Approval of Minutes from November 16, 2023 Regular Meeting and the November 16, 2023 Annual Meeting (enclosures).
- b. Ratification of Payment of Claims as of March 1, 2024 (enclosure).
- c. Approval of Financial Statements as of December 31, 2023 (enclosure)
- d. Consider approval of Audit Engagement Letter with Hiratsuka & Associates, L.L.P. for preparation of 2023 Audit (enclosure).

6. LEGAL MATTERS

- a. Consider Approval of Funding and Reimbursement Agreement with Brightland Homes of Colorado, LLC (enclosure)
- b. Consider Proposal for Collection Enforcement Services (enclosure).
- c. Consider Adoption of Resolution No. 2024-03-01: Establishing Guidelines for Processing and Collection of Delinquent Fees and Charges (enclosure).
- d. Discuss Working Capital/Reserve Funding for District
- e. Consider Adoption of Resolution No. 2024-03-02: Amending the Operations Fee Schedule (enclosure).

7. MANAGEMENT MATTERS

- a. Manager Updates
- b. Consider Approval of Independent Contractor Agreement with American Conservation & Billing Solutions, Inc. for Billing Services (enclosure).
- c. Consider Approval of Resident Improvement Guidelines (enclosure).
- d. Consider Adoption of Resolution No. 2024-03-03: Regarding Policies, Procedures and Penalties for the Enforcement of the Governing Documents (enclosure).
- e. Review Proposals and Consider Approval of Contract for Trash Vendor (enclosures).
- f. Other

8. FINANCIAL MATTERS

- a. Discuss Authorized Users for Bill.com

9. DEVELOPMENT MATTERS

- a. Updates for Building
- b. Other

10. Next Regular Meeting: Next regular scheduled meeting is July 18, 2024, at 9:00am.

11. ADJOURN