

**NOTICE AND AGENDA  
SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
MEADOWBROOK HEIGHTS METROPOLITAN DISTRICT**

NOTICE IS HEREBY GIVEN that the Board of Directors (the “Board”) of the Meadowbrook Heights Metropolitan District (the “District”), of Jefferson County, Colorado, will hold a special meeting at 11:00 a.m., or as soon as thereafter possible, on December 11, 2024, by telephone and video conference, as noted below. This meeting is being held for the purpose of addressing those matters set out in the agenda below as the same may be amended at the meeting and for the purpose of conducting such other business as may properly come before the Board. The meeting is open to the public.

**Date:** December 11, 2024  
**Time:** 11:00 a.m.  
**Location:** Virtually  
**Video:** [Zoom Meeting Link](#)  
**Call-In Number:** 720/707-2699  
**Meeting ID:** 852 8449 0025  
**Passcode:** 8978877

**AGENDA**

BOARD OF DIRECTORS

Karen Christenson, Treasurer, (2023-2027)  
Larry Linkchorst, Secretary (2023-2027)  
Nancy Coakley, Asst. Secretary (2023-2027)  
Vacant, (2022-2025)  
Vacant, (2022-2025)

1. Call to Order
2. Consider Approval of the Agenda and Meeting Location
3. Disclosure of Potential Conflicts of Interest
4. Consider for Approval Minutes of the August 28, 2024 Special Meeting (enclosure)
5. Public Comment (limited to 3 minutes per person)
6. Maintenance Items
  - a. Snow Removal Report
  - b. Landscaping Maintenance Report

7. Management Items
  - a. Management Transition Report
  - b. Review and Consider Approval of the Annual Administrative Resolution for 2025 (enclosure)
  - c. Review and Consider Approval of the Resolution Calling a Regular Election on May 6, 2025 (enclosure)
  - d. Review and Consider Approval of the 2025 Landscape Maintenance Proposals (enclosure)
  - e. Review and Consider Ratification of the 2024-2025 Snow Removal Agreement with Nature's Workforce (CDI-Services) (enclosure) (enclosure)
8. Legal Matters
  - a. Other
9. Financial Items
  - a. Review and Approve/Ratify Payments of Claims and Directors Fees (enclosures)
  - b. Review and Accept Cash Position Summary and Financial Statements (enclosures)
  - c. Conduct Public Hearing to Consider Approval of the 2025 Budget (enclosure)
  - d. Adopt 2025 Budget, Certify Mill Levy, and Appropriate 2025 Expenditures
10. Director Items
  - a. Other
11. Continuation/Adjournment

The Next Regular Meeting is Scheduled on March 19, 2025 at 11:00 a.m.