



## CONSTITUTION HEIGHTS METROPOLITAN DISTRICT

Special Board Meeting

Monday, June 16, 2025– 12:00 PM

614 North Tejon St.

Colorado Springs, CO 80903,

or

**Please join my meeting from your computer, tablet or smartphone.**

<https://video.cloudoffice.avaya.com/join/115429134>

**You can also dial in using your phone.**

United States: +1 (213) 463-4500

**Access Code: 115-429-134**

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Board of Director	Title	Term
VACANT	President	May 2025
Terry Schooler	Secretary/Treasurer	May 2027
VACANT	Director	May 2029
VACANT	Director	May 2029
VACANT	Director	May 2029

### AGENDA

1. Call to Order/Introductions
2. Consider Appointment of Robert Fornof to Board of Directors
3. Approval of Agenda
4. Approval of the Minutes from the Board Meeting on June 10, 2025 (enclosure)
5. Public Comment (For items not on the Agenda)
6. Financial Report
  - a. Public Hearing on Constitution Heights Metropolitan District 2024 Budget Amendment
    - i. Review and consider adoption of Resolution to Amend Constitution Heights Metropolitan District 2024 Budget Amendment (enclosure)
  - b. Consider Change of Bank Account from PNC to Eastern Colorado Bank
  - c. Consider Bill Pay Process Change to Bill.com
7. Adjournment



**MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE  
CONSTITUTION HEIGHTS METROPOLITAN DISTRICT  
HELD JUNE 10, 2025  
AT 12:00 PM**

Pursuant to posted notice, the special meeting of the Board of Directors of the Constitution Heights Metropolitan District was held on Tuesday, June 10, 2025, at 12:00 PM, at 614 North Tejon Street, and via tele/ videoconference: <https://video.cloudoffice.avaya.com/join/393450684>

**Attendance:**

**In attendance were Directors:**

Terry Schooler,	Secretary/ Treasurer
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**Also in attendance were:**

Robert Fornof,	Resident
Adam Noel,	District Manager, WSDM
Rebecca Harris,	WSDM
Sean Allen,	WBA
Chris Jorgensen,	BiggsKofford
Craig Dossey,	Vertex Consulting Services
Grant Langdon,	Developer
Jennifer Ivey,	ISP Law

**1. Call to Order:**

The meeting was called to order at 12:03 PM by Mr. Noel.

**2. Declaration of Quorum/ Director Qualifications/ Disclosure Matters:**

Mr. Noel indicated that a quorum of the Boards was present, stating that each Director has been qualified as an eligible elector of the District pursuant to Colorado law. The Directors confirmed their qualifications. Mr. Noel informed the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Noel reported that disclosures for those directors with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Mr. Noel inquired into whether members of the Boards had any additional disclosures of potential or existing conflicts of interest regarding any matters scheduled for discussion at the meeting. No additional disclosures were noted. The Board determined that the participation of the members present was necessary to obtain quorum or otherwise enable the Board to act.

**3. Approval of Agenda:**

Director Schooler moved to approve the Agenda. Motion passed unanimously.

4. Approval of November 12, 2024, Regular Board Meeting Minutes:  
After review, Director Schooler moved to approve November 12, 2024, Regular Board Meeting Minutes as presented. Motion passed unanimously.
5. Public Comment:  
There was no comments from the public in attendance.
6. Administrative Matters:
  - a. Discuss and Consider Approval of 2025 Amended and Restated Public Records Request Policy: Director Schooler moved to approve the 2025 Amended and Restated Public Records Request Policy. Motion passed unanimously.
  - b. Discuss and Consider Approval of 2025 Amended and Restated Annual Administrative Resolution: Director Schooler moved to approve the 2025 Amended and Restated Annual Administrative Resolution, which includes a change to the meeting schedule for item number 16 to set the meeting dates to the second Monday of June and November in 2025. The motion passed unanimously.
7. Financial Matters:
  - a. Review and Consider Acceptance of 2024 Audit and Presentation: Director Schooler moved to accept the 2024 Audit as presented. Motion passed unanimously.
  - b. Approve Unaudited Financial Reports through May 31, 2025: Mr. Noel presented the unaudited financials. After discussion, Director Schooler moved to approve the Unaudited Financial Reports through May 31, 2025, as presented. Motion passed unanimously.
  - c. Ratify and Approve Payables through June 10, 2025: Mr. Noel presented the Payables for the period. After discussion, Director Schooler motioned to approve the payables as presented. Motion passed unanimously.
8. District Manager's Report:  
Mr. Noel had no current updates for the Board.
9. New Business:
  - a. Conduct Public Hearing on Property Exclusion Petition: Director Schooler moved to go into public hearing at 12:33 PM. With no public comment, Director Schooler moved to close the public hearing at 12:34 PM.
    - i. Review and Consider Approval of Property Exclusion Agreement: Director Schooler moved to approve the Exclusion as amended with the correct legal description. Motion passed unanimously.
10. Adjourn: Mr. Noel adjourned the meeting at 1:01 PM.
  - a. Next Special Meeting scheduled: Monday, June 16 at 12:00 PM.

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Submitted by: Recording Secretary

THESE MINUTES ARE APPROVED AS THE OFFICIAL JUNE 10, 2025 SPECIAL MEETING MINUTES OF THE CONSTITUTION HEIGHTS METROPOLITAN DISTRICT.

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Approved by: Secretary of the Board



**CONSTITUTION HEIGHTS METROPOLITAN DISTRICT  
RESOLUTION TO AMEND 2024 BUDGET**

WHEREAS, the Board of Directors of Constitution Heights Metropolitan District (the “**District**”) certifies that at a special meeting of the Board of Directors of the District held June 16, 2025, a public hearing was held regarding the 2024 amended budget, and, subsequent thereto, the following Resolution was adopted by affirmative vote of a majority of the Board of Directors:

WHEREAS, the Board of Directors of the District adopted a budget and appropriated funds for fiscal year 2024 as follows:

Debt Service Fund	\$686,923
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and;

WHEREAS, the necessity has arisen for additional expenditures by the District due to additional costs which could not have been reasonably anticipated at the time of adoption of the budget, requiring the expenditure of funds in excess of those appropriated for fiscal year 2024; and

WHEREAS, funds are available for such expenditure.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District does hereby amend the adopted budget for fiscal year 2024 as follows:

Debt Service Fund	\$689,030
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BE IT FURTHER RESOLVED that such sums are hereby appropriated from the revenues of the District to the funds named above for the purpose stated, and that any ending fund balances shall be reserved for purposes of complying with Article X, Section 20 of the Colorado Constitution.

*[Remainder of Page Intentionally Left Blank]*

ADOPTED JUNE 16, 2025.

**DISTRICT:**

**CONSTITUTION HEIGHTS METROPOLITAN  
DISTRICT**, a quasi-municipal corporation and  
political subdivision of the State of Colorado

By: \_\_\_\_\_  
Officer of the District

ATTEST:

By: \_\_\_\_\_