

# LAW OFFICE OF MICHAEL E. DAVIS, LLC

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January 10, 2024

**VIA E-FILING PORTAL**

Division of Local Government  
Department of Local Affairs  
1313 Sherman Street, Room 521  
Denver, CO 80203

**VIA EMAIL (assessorefile@weldgov.com)**

Office of the Weld County Assessor  
1400 North 17th Avenue  
Greeley, CO 80631

**VIA EMAIL (weld-districts@weldgov.com)**

Office of the Weld County Clerk & Recorder  
1402 North 17th Avenue  
Greeley, CO 80631

**VIA EMAIL (treasurer@weldgov.com)**

Weld County Treasurer and Public Trustee  
P.O. Box 458  
Greeley, CO 80632

**VIA EMAIL (weld-districts@weldgov.com)**

Weld County Board of County  
Commissioners  
P.O. Box 758  
Greeley, CO 80632

**VIA EMAIL (hmeierkort@lochbuie.org)**

Board of Trustees of the Town  
Town of Lochbuie  
703 Weld CR 37  
Lochbuie, CO 80603

**RE: 2024 Transparency Notice**  
The Highlands Metropolitan District No. 5

To Whom It May Concern:

Pursuant to §§ 32-1-809 and 32-1-104(2), C.R.S., special districts must file a transparency notice with the Division of Local Government, County Assessor, County Clerk & Recorder, County Treasurer, Board of County Commissioners, and governing body of any municipality in which the District is located on or before January 15, of each year. As such, please see the enclosed transparency notice for the district listed below:

The Highlands Metropolitan District No. 5

Should you have further questions or for additional information, please contact our office.

Very truly yours,  
LAW OFFICE OF MICHAEL E. DAVIS, LLC

Enclosure

**2024 SPECIAL DISTRICT**  
**“TRANSPARENCY NOTICE”**

*Notice to Electors 32-1-809 C.R.S.*

This information must be provided annually to the eligible electors of the district between November 16 and January 15.

The Highlands Metropolitan District No. 5

**Address and telephone number of district’s principal business office:**

1151 Eagle Drive, Suite 366, Loveland, CO 80537; 720-279-4242

**Name and telephone number of manager or other primary contact person for district:**

Michael E. Davis, Esq.; 720-279-4242

**Time and place designated for regular board meetings [per C.R.S. 32-1-903]:**

Pursuant to the district’s administrative resolution, the Board determines to hold regular meetings Fourth Tuesday of February, May, August and November at 11:30 AM. All regular and special meetings shall be conducted telephonically, electronically or by other means. If the Board requests that a regular or special meeting have a physical location in addition to a virtual location, that physical location shall be 8390 E Crescent Parkway, Suite 300, Greenwood Village, CO 80111.

**Posting place designated for meeting notice [per C.R.S. 24-6-402(2)(c)]:**

<https://www.cospecialdistricts.com/the-highlands-metropolitan-districts-nos-1-5>. If the website is unavailable, the Board designates A telephone pole location on the north side of County Road 4 approximately 4,000 feet west of the intersection of County 37 and County 4 (where white fencing starts near an above ground natural gas line) as the District’s physical posting location.

**Names and Contact Information for Board Members:**

Robert A. Lembke, Board Chair

1151 Eagle Drive, Suite 366, Loveland, CO 80537

This office is included on next regular election ballot for a 4 year term.

This office is not included on next regular election ballot.

Ronald E. von Lembke

1151 Eagle Drive, Suite 366, Loveland, CO 80537

This office is included on next regular election ballot for a 4 year term.

This office is not included on next regular election ballot.

Joshua Shipman

1151 Eagle Drive, Suite 366, Loveland, CO 80537

This office is included on next regular election ballot for a 4 year term.

This office is not included on next regular election ballot.

Jason VonLembke

1151 Eagle Drive, Suite 366, Loveland, CO 80537

This office is included on next regular election ballot for a \_\_\_\_ year term.

This office is not included on next regular election ballot.

James Korpál

1151 Eagle Drive, Suite 366, Loveland, CO 80537

This office is included on next regular election ballot for a \_\_\_ year term.

This office is not included on next regular election ballot.

**Date of next regular election:** May 6, 2025

**Self-nomination forms for the next regular election must be received by the district by:**

February 28 2025 no later than 5:00 PM.

**Designated Election Official:**

Michael Davis

1151 Eagle Drive, Suite 366, Loveland, CO 80537

(720) 279-4242

**District election results will be posted on these websites:**

<https://www.cospecialdistricts.com/cottonwood-conner-metropolitan-district>

<https://dola.colorado.gov/lgis>

*Self-nomination forms to be a candidate for district board member may be obtained from and should be returned to the Designated Election Official (or Board Chair or Secretary if no DEO).*

*[per C.R.S. 1-13.5-303]*

*Applications for absentee voting or for permanent absentee voter status are available from and must be returned to the Designated Election Official. [per C.R.S. 1-13.5-1003]*

**District Mill Levy:** 1.250 mills to be collected in 2024.

**Total ad valorem tax revenue received in the previous year (note if unaudited or otherwise incomplete):** \$1 unaudited

File copy of this notice with:

Clerk and Recorded of each county in which the district is wholly or partially located

Assessor of each county in which the district is wholly or partially located

Treasurer of each county in which the district is wholly or partially located

Board of commissions of each county in which the district is wholly or partially located

Governing body of any municipality in which the district is wholly located

Division of Local Government

District's principal business office where it shall be available for public inspection

Notice must be provided in one or more of the following manners:

- a) Mail notice separately to each household where one or more eligible electors of the special district resides (Note: Districts with overlapping boundaries may combine mailed notices, so long as the information regarding each district is separately displayed and identified);
- a) Include notice as a prominent part of a newsletter, annual report, billing insert, billing statement, letter, voter information card or other Notice of election, or other informational mailing sent by the district to the eligible electors;

- b) Post notice on district's official website (Note: You must also provide the Division of Local Government (<http://www.colorado.gov/dola>) with the address of your district's website to establish a link on the DLG's site. Please use our Contact Update form available on our website or by request.);
- c) Post notice on website of the Special District Association of Colorado ([www.sdaco.org](http://www.sdaco.org)) (Note: Your district must be an SDA member. Send notice to SDA by mail or electronic transmission); or
- d) For a special district with less than one thousand eligible electors that is wholly located within a county with a population of less than thirty thousand, posting the notice in at least three public places within the limits of the special district and, in addition, posting a notice in the office of the county clerk and recorder of the county in which the special district is located. Such notices shall remain posted until the Tuesday succeeding the first Monday of the following May.