

CONSERVATORY METROPOLITAN DISTRICT

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NOTICE OF A REGULAR MEETING AND AGENDA

| <u>Board of Directors:</u> | <u>Office:</u> | <u>Term/Expiration:</u> |
|----------------------------|---------------------|-------------------------|
| Laverne Palmer | President | 2020/May 2020 |
| Birgit Baldwin | Treasurer | 2022/May 2022 |
| Pedro L. Moczo, Jr. | Secretary | 2022/May 2022 |
| Nicole Tow | Assistant Secretary | 2020/May 2020 |
| Janine Schilling | Assistant Secretary | 2022/May 2020 |

DATE: October 21, 2019 (Monday)
TIME: 9:00 A.M.
PLACE: Saddle Rock South Clubhouse
6800 S. Liverpool Street, Suite A
Aurora, Colorado

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Recite Pledge of Allegiance.

C. Approve Agenda.

D. CONSENT AGENDA – These items are considered to be routine and will be approved and/or ratified by one motion. There will be no separate discussion of these items unless a Board member so requests; in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.

- Approve Minutes of the September 16, 2019 Regular Meeting (enclosure).
- Adopt Resolution No. 2019-10-01; 2020 Annual Administrative Resolution (enclosure).
- Adopt Resolution No. 2019-10-02; Calling May 5, 2020 Election (enclosure).
- Ratify Second Addendum to Independent Contractor Agreement (“ICA”) with Masterful Masonry to rebuild monument sign at S. Conservatory Parkway and S. Nepal Way for an amount not to exceed \$13,230.50 (enclosure).
- Approve Independent Contractor Agreement with BrightView for Snow Removal Services for the 2019-2020 Winter Season (enclosure).

- Approve Independent Contractor Agreement with BrightView for Landscape Maintenance Services for 2020 (enclosure).
- Approve Fifth Addendum to Independent Contractor Agreement with Special District Management Services, Inc. (due to rate change) (enclosure).
- Approve First Addendum to Independent Contractor Agreement with MMI Water Engineers, LLC for District Management Services (due to rate change) (enclosure).
- Approve First Addendum to Independent Contractor Agreement with Sav-A-Tree, LLC for Tree Removal and Replacement Services (due to change in scope of services) (enclosure).
- Renewal of Consultant Agreements for 2020 Services (no changes in scope or fees):
 - Roberts Treescaping, LLC, d/b/a RTS Landscaping for Retaining Wall Repairs
 - Ivy Street Design Group, d/b/a Ivy Design Group for Public Art Landscape Design Services
 - Dogwood Poop Scoop Service for Pet Waste Removal Services
 - Manhard Consulting, LTD., for Detention Pond Engineering Services and Detention Pond Inspection and Maintenance Plan
 - Playground Safety Solutions, LLC for Tot and Lot Inspection and Maintenance Services
 - Masterful Masonry, Inc. for Masonry Storage Services
 - Simons & Wheeler, P.C., for Accounting Services
 - WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, for General Counsel Services

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- E. Discuss 2020 meeting dates. Consider approval of Rental Fee to the Saddle Rock South Authority for use of Clubhouse in 2020 (enclosure).
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II. COMMUNITY COMMENTS

- A. HOA Reports and Updates.
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III. FINANCIAL MATTERS

- A. Review and consider approval of the payment of claims for Check Nos. 3269-____ for the period ending October __, 2019 in the amount of \$_____ (to be distributed).
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- B. Review and accept unaudited financial statements through the period ending September 30, 2019 (to be distributed at meeting).

- C. Review cash position schedule as of October __, 2019 (to be distributed at meeting).

- D. Consider engagement of Schilling & Company, Inc. to perform the 2019 Audit for an amount not-to-exceed \$ _____ (to be distributed).

- E. Conduct Public Hearing on the proposed 2020 Budget and consider adoption of Resolution No. 2019-10-_: Resolution Adopting Budget, Imposing Mill Levy and Appropriating Funds Therefor (for General Fund _____, Debt Service Fund _____, and Other Fund(s) _____, for a total mill levy of _____) and Appropriating Funds (enclosures – Resolution and draft 2020 Budget).

IV. LEGAL MATTERS

- A. _____

V. OPERATIONS MATTERS

- A. Review Manager's Report (enclosure).

- B. Detention Pond Committee Report.

 - 1. Update on status of Inspection and Maintenance Plan for District Detention Ponds.

- C. Discuss Kiosk 2020 maintenance.

- D. Discuss Reserve Study (enclosure).

VI. LANDSCAPING MATTERS

- A. Review Landscape Expenditure Budget Tracking Matrix (to be distributed).

- B. Review BrightView Landscape Services, Inc. (“BrightView”) Report (to be distributed).

- C. Landscaping Committee Report.

 - 1. Discuss status of Monument repairs.

 - 2. Discuss and consider action regarding resident planting on District property.

VII. BOARD MEMBER INPUT

- A. President Palmer.

- B. Treasurer Baldwin.

- C. Secretary Moczo.

- D. Assistant Secretary Tow.

- E. Assistant Secretary Schilling.

VIII. OTHER BUSINESS

- A. Discuss Community Outreach/Items for Community Update.

- B. Discuss Cancellation of November and December meetings.

IX. EXECUTIVE SESSION MATTERS - §§ 24-6-402(4)(b) and (e), C.R.S.

- A. Executive Session Pursuant to §§24-6-402(4)(b) and (e), C.R.S., to receive legal advice and to determine positions relative to matters that are subject to negotiation (if necessary).
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X. ADJOURNMENT **THE NEXT MEETING IS SCHEDULED FOR NOVEMBER 18, 2019.**