

# RAMPART RANGE METROPOLITAN DISTRICT NOS. 1, 2 & 7

8390 E. Crescent Parkway, Suite 300  
Greenwood Village, CO 80111  
Phone: 303-779-5710

www.rrmd.org

## **NOTICE OF SPECIAL MEETING AND AGENDA**

**DATE:** Wednesday, December 6, 2023

**TIME:** 10:30 a.m.

**LOCATION:** Coventry Development Corp.  
9878 Schwab Way, Suite 415  
Lone Tree, Colorado 80124

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Keith D. Simon	President	May, 2027
Elizabeth Matthews	Secretary	May, 2025
Darryl Jones	Treasurer	May, 2025
Ken Linhardt	Assistant Secretary	May, 2027
Vacant		May, 2027

### **I. ADMINISTRATIVE MATTERS**

- A. Confirm quorum, call to order and present disclosures of potential conflicts of interest.
- B. Approve agenda, confirm location of meeting and posting of meeting notice.
- C. Public Comment.
- D. Discuss business to be conducted in 2024 and location (**virtual and/or physical**) of meetings. Schedule regular meetings (proposed date/time: Fourth Wednesday monthly at 3:00 p.m.) and consider adoption of Resolution Establishing Regular Meeting Dates, Times and Location, and Designating Location for Posting 24-Hour Notices (enclosure).
- E. Discuss Section 32-1-809, C.R.S., reporting requirements (Transparency Notice) and mode of eligible elector notification (post on SDA and Districts' websites).
- F. Discuss requirements of Section 32-1-306, C.R.S. and direct staff regarding compliance for 2023 (Annual Map Filing).

### **II. 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(s) will be removed from the Consent Agenda and considered in the Regular Agenda:

- A. Review and consider approval of minutes from the July 19, 2023 Special Meeting (enclosure).
- B. Ratify approval of Proposal between RRMD No. 1 and Brightview Landscape Services for Mulch Refresh and Traffic Control on Ridgeway Circle, Hillston Street and Lincoln/Bellwether in the amount of \$15,180.00 (enclosure).
- C. Ratify approval of Proposal between RRMD No. 1 and Brightview Landscape Services for Bluffmont Park Storm Repairs in the amount of \$12,981.00 (enclosure).
- D. Ratify approval of Proposal between RRMD No. 1 and Landscape Forms for Commonwealth Heights Apartments for Bench in the amount of \$14,690.00 (enclosure).
- E. Ratify approval of Quote between RRMD No. 1 and ChargePoint, Inc. for 5-year renewal of EV Charging contract (enclosure).
- F. Review and consider approval of Service Agreement for Concrete Repair between RRMD No. 1 and Ideal Fencing Corp., LLC in the amount of \$43,520.00 (enclosure).

### **III. ENGINEER/CONSTRUCTION MATTERS**

- A. Engineering/Design Report (Carson Besgrove).
- B. Construction Report (Ernie Warzecha).

### **IV. LANDSCAPE MATTERS**

- A. Landscape Update (Mike Crespino/Brightview).

### **V. FINANCIAL MATTERS**

- A. Review and ratify approval of prior claims (enclosure).
- B. Review cash position report – informational only (to be distributed).
- C. Review and consider acceptance of September 30, 2023 Financial Statements (to be distributed).
- D. Conduct Public Hearings to Consider Amendments to 2023 Budgets; Consider Adoption of Resolutions to Amend 2023 Budgets, if necessary.

- E. Conduct Public Hearings to Consider Rampart Range Metropolitan District Nos. 1, 2 & 7 2024 Budgets; Consider Adoption of Resolutions to Adopt the 2024 Budgets and Appropriate Sums of Money; and Resolutions to Set Mill Levies (enclosures – draft budgets and Resolutions).
- F. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies forms (“Certifications”). Direct District Accountant to file the Certifications with the Board of County Commissioners and other interested parties.
- G. Review and consider approval of Master Service Agreement (MSA) and Statements of Work (SOW) between the Districts and CliftonLarsonAllen LLP for 2024 Accounting and Management Services (enclosures).
- H. Consider the appointment of District Accountant to prepare 2025 Budgets.
- I. Review and Consider Approval of 2023 Audit Engagement Letters with Fiscal Focus Partners LLC to perform 2023 Audits (enclosures).

## **VI. LEGAL MATTERS**

- A. Discuss and consider adoption of Resolution Amending Policy on Colorado Open Records Act Requests (enclosure).
- B. Review and ratify approval of Amendment to Telecommunications Pathway Lease between RRMD No. 1 and Level 3 Telecom of Colorado, LLC as successor-in-interest to Time Warner Telecom of Colorado LLC (enclosure).
- C. Review and consider approval of Second Amendment to Joint Resolution regarding Water Resource Credit Fees between RRMD Nos. 1, 5 and 6 (enclosure).

## **VII. MANAGER MATTERS**

- A. Insurance Discussion
  - 1. Cyber Security and Increased Crime Coverage.
  - 2. Establish Insurance Committee to make final determinations regarding insurance, if necessary.
  - 3. Authorize renewal of District’s insurance and Special District Association (SDA) membership for 2024 (enclosure).
- B. Review and consider approval of Service Agreement for Engineering Consultation and Construction Services (2024 West Side Miscellaneous Services) between RRMD No. 1 and Diverse Project Consultants, LLC.

- C. Review and consider approval of 2024 Miscellaneous Service Agreement – West Side between RRMD No. 1 and Merrick & Company (enclosure).
- D. Review and consider approval of Service Agreement for 2024 Landscape Maintenance and Snow Removal Services between RRMD No. 1 and BrightView Landscape Services, Inc.

**VIII. BOARD MEMBER ITEMS**

**IX. OTHER BUSINESS**

**X. ADJOURNMENT**

**The next meeting is scheduled for December 27, 2023 at 3:00 p.m.**