

# 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:** Tuesday, December 6, 2022  
**TIME:** 11:00 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, 2023
Elizabeth Matthews	Secretary	May, 2025
Darryl Jones	Treasurer	May, 2025
Ken Linhardt	Assistant Secretary	May, 2023
Vacant	Director	May, 2023

#### **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 notices.
- C. Public Comment.

#### **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 October 26, 2022 Regular Meeting (enclosure).
- B. Ratify approval of proposal for Novus/SkyRidge Apartment Landscape Repairs between RRMD No. 1 and BrightView Landscape Services, Inc. in the amount of \$3,745.00 (enclosure).

- C. Ratify approval of proposal for Novus/Sky Ridge Apartments Landscape install for Streetscapes between RRMD No. 1 and Brightview Landscape Services, Inc. in the amount of \$33,827.00 (enclosure).
- D. Ratify approval of proposal for Novus/Sky Ridge Apartments irrigation for Streetscapes between RRMD No. 1 and Brightview Landscape Services, Inc. in the amount of \$34,371.00 (enclosure).
- E. Ratify approval of Change Order No. 1 to Service Agreement for Engineering Consultation and Construction Services (2022 West Side Miscellaneous Services) between RRMD No. 1 and Diverse Project Consultants, LLC in the amount of \$2,000 (enclosure).
- F. Ratify approval of the Eighth Amendment to Amended and Restated Capital Funding and Reimbursement Agreement (West Side) between RRMD No. 1 and Ridgeway Investments, Inc. (enclosure).

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

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

### **IV. LANDSCAPE MATTERS**

- A. Landscape Update (Dennis Bedford/Brightview) (enclosure).

### **V. FINANCIAL MATTERS**

- A. Review and ratify approval of prior claims (enclosure).
- B. Review cash position report – informational only (to be distributed).
- C. Conduct Public Hearings to Consider Amendments to 2022 Budgets; Consider Adoption of Resolutions to Amend 2022 Budgets (enclosures – Resolutions Amending Budget).
- D. Conduct Public Hearings to Consider Rampart Range Metropolitan District Nos. 1, 2 & 7 2023 Budgets; Consider Adoption of Resolutions to Adopt the 2023 Budgets and Appropriate Sums of Money; and Resolutions to Set Mill Levies (enclosures – draft budgets and Resolutions).
- E. Authorize District Accountant to prepare, and appoint Board Member to 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.

- F. Review and consider approval of Statements of Work (SOW) between the Districts and CliftonLarsonAllen LLP for 2023 Accounting and Management Services (enclosures).
- G. Consider appointment of District Accountant to prepare 2024 Budgets.
- H. Review and Consider Approval of 2022 Audit Engagement Letters with Fiscal Focus Partners LLC to perform 2022 Audits (enclosures).

## **VI. LEGAL MATTERS**

- A. Discuss status of plat amendment and conveyance of Tracts D1 and E1, Ridgeway – Section 22 Filing No. 1, Amendment No. 1, City of Lone Tree, Douglas County, State of Colorado from RRMD No. 1 to Retreat at Ridgeway LLC.
- B. Discuss May 2, 2023 Regular Director Elections.
  - 1. **RRMD Nos. 2 and 7** – Review and consider approval of Engagement Letter with Community Resource Services of Colorado, LLC for Designated Election Official (“DEO”) Services (to be distributed).
  - 2. Review and Consider Adoption of Resolutions Calling Regular Election for Directors on May 2, 2023, Appointing the DEO, and Authorizing the DEO to Perform all Tasks Required for the Conduct of a Mail Ballot Election. Self-Nomination Forms are due February 24, 2023. Discuss the Need for Ballot Issues and/or Questions (enclosures).

## **VII. MANAGER MATTERS**

- A. Discuss business to be conducted in 2023 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).
- B. Discuss and consider approval of 2023 insurance. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson and authorize membership in the Special District Association (SDA) (enclosures).
- C. Review and consider approval of Service Agreement for Engineering Consultation and Construction Services (2023 West Side Miscellaneous Services) between RRMD No. 1 and Diverse Project Consultants, LLC in the amount of \$9,500.00 (enclosure).
- D. Review and consider approval of 2023 Miscellaneous Service Agreement – West Side between RRMD No. 1 and Merrick & Company (to be distributed).

- E. Review and consider approval of Service Agreement for 2023 Landscape Maintenance and Snow Removal Services between RRMD No. 1 and BrightView Landscape Services, Inc. (enclosure).
- F. Authorize updates to the website to meet the new legislation deadline of January 1, 2023.
- G. Discuss Section 32-1-809, C.R.S., reporting requirements (Transparency Notice) and mode of eligible elector notification (post on SDA website).

**VIII. BOARD MEMBER ITEMS**

- A. Other.

**IX. OTHER BUSINESS**

- A. Other.

**X. ADJOURNMENT**

**The next meeting is scheduled for January 25, 2023 at 3:00 p.m.**