

# RAMPART RANGE METROPOLITAN DISTRICT NOS. 4, 5, 6 & 8

8390 E. Crescent Pkwy., Suite 300

Greenwood Village, CO 80111

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www.rrmd.org

## **NOTICE OF SPECIAL MEETING/BUDGET HEARING AND AGENDA**

**DATE:** December 4, 2024

**TIME:** 10:15 a.m.

**LOCATION:** Coventry Development Corp.  
9978 Sky Ridge Ave., Suite 415  
Lone Tree, Colorado 80124

<b><u>Board of Directors</u></b>	<b><u>Office</u></b>	<b><u>Term Expires</u></b>
Keith D. Simon	President	May, 2027
Elizabeth Matthews	Secretary	May, 2025
Darryl Jones	Treasurer	May, 2025
Ken Linhardt	Assistant Secretary	May, 2027
Jennifer Hepp (fka Miller) (RRMD No. 5 only)	Assistant Secretary	May, 2027
Vacant (RRMD Nos. 4, 6 & 8)		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 notices.
- C. Public Comment.  
Members of the public may express their views to the Board on matters that affect the Districts that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.
- D. Discuss business to be conducted in 2025 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 RRMD Nos. 4, 5, 6, & 8 Resolutions 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 2024 (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 RRMD Nos. 4, 5, 6 & 8 minutes from the September 25, 2024 Regular Meeting (enclosure).
- B. Ratify approval of Agreement regarding Construction Consulting Services for Happy Canyon Creek Phase 2-4 Cultural Resources Clearing (Agmt. No. 24-09.38; Project. No. 107842) between RRMD No. 5, Urban Drainage and Flood Control District dba Mile High Flood District and ERO Resources Corporation in the amount of \$322,898.00 (enclosure).
- C. Ratify approval of Amendment to Agreement Regarding Construction Consulting Services for Happy Canyon Creek Upstream of Ridgeway Parkway, (Agmt. No. 20-12.02D; Project No. 107842) between RRMD No. 5, Urban Drainage and Flood Control District dba Mile High Flood District and Concrete Express, Inc. in the amount of \$31,642.25 (enclosure).
- D. Ratify approval of Change Order No. 08 to Work Order No. 1.2 to the Service Agreement for Landscape Koelbel ROW Project MD5-019 between RRMD No. 5 and BrightView Landscape Development, to reconcile the project quantities and add additional work, in the deductive amount of (-\$17,026.69) (enclosure).
- E. Ratify approval of Change Order No. 007 to Service Agreement for Badger Gulch Park Landscape Architecture between RRMD No. 5 and Consilium Design, Inc, for additional landscape DD and SIP services in the amount of \$20,000.00 (enclosure).
- F. Ratify approval of Change Order No. 02 to Task Order No. 002 to Master Service Agreement for Design and Construction Administration Services between RRMD No. 5 and Consilium Design, Inc., in the amount of \$1,451.50 (enclosure).
- G. Ratify approval of Change Order No. 05 to Task Order No. 1.4 to Service Agreement for Construction Management Services for MD5-019 (Ridgeway East Multiple Landscape Projects – 2023) between RRMD No. 5 and Diverse Project Consultants, LLC for additional construction services, in the amount of \$9,000.00 (enclosure).
- H. Ratify approval of Service Agreement for Geotechnical Data Collection Services (High Note Ave. Extension – Preliminary pavement), between RRMD No. 5 and Ground Engineering Consultants, Inc., in the amount of \$7,400.00 (enclosure).
- I. Ratify approval of Service Agreement for Geotechnical Data Collection Services (High Note Ave Extension – Final Pavement), between RRMD No. 5 and Ground Engineering Consultants, Inc., in the amount of \$7,400.00 (enclosure).
- J. Ratify approval of Change Order No. 01 to Service Agreement for Material Testing and Special Inspection Services (Havana Street South of High Note Avenue) between RRMD No. 5 and Ground Engineering Consultants, Inc., in the amount of \$850.00 (enclosure).

- K. Ratify approval of Change Order No. 01 to Service Agreement for Materials Testing and Special Inspection Services (RidgeGate East Filing No. 3) between RRMD No. 5 and Ground Engineering Consultants, Inc. in the amount of \$6,746.25 (enclosure).
- L. Ratify approval of Change Order No. 01 to Service Agreement for 2024 Miscellaneous Services – East Side, between RRMD No. 5 and Merrick & Company, in the amount of \$45,000.00 (enclosure).
- M. Ratify approval of Change Order No. 03 to Construction Contract for the Badger Gulch Sanitary Sewer Project between RRMD No. 5 and SMH West, to reconcile restoration and contract quantities, in the deductive amount of (-\$7,233.94) (enclosure).

**III. ENGINEER/CONSTRUCTION MATTERS**

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

**IV. FINANCIAL MATTERS**

- A. Review and ratify approval of RRMD No. 5 prior claims, current claims and other cash disbursements (enclosure).
- B. Review RRMD No. 5 cash position report – informational only (to be distributed).
- C. Review and consider acceptance of RRMD No. 5 September 30, 2024 Financial Statements (to be distributed).
- D. Conduct Public Hearings to Consider District Nos. 4, 5, 6, & 8 Amendments to 2024 Budgets; Consider Adoption of Resolutions to Amend 2024 Budgets, if necessary.
- E. Conduct Public Hearings to Consider Rampart Range Metropolitan District Nos. 4, 5, 6 & 8 2025 Budgets; Consider Adoption of Resolutions to Adopt the 2025 Budgets and Appropriate Sums of Money; and Resolutions to Set Mill Levies (enclosures – draft budgets and Resolutions).
- F. Discuss and consider adoption of Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan, if necessary.
- G. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies forms (“Certifications”) for District Nos. 4, 5, 6 & 8. District Accountant to file the Certifications with the Board of County Commissioners and other interested parties.
- H. Consider the appointment of District Accountant to prepare RRMD Nos. 4, 5, 6 & 8 2026 Budgets.
- I. Consider appointment of District Accountant to prepare RRMD Nos, 4, 6 & 8 Applications for Exemption from Audit for 2024.

- J. Review and Consider Approval of 2024 Audit Engagement Letter with Fiscal Focus Partners LLC to perform RRMD No. 5 2024 Audit (enclosures).

**V. LEGAL MATTERS**

- A. Review and consider adoption of RRMD Nos. 4, 5, 6 & 8 Resolutions Calling a Regular Election for Directors on May 6, 2025, appointing the Designated Election Official (“DEO”), and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self- Nomination and Acceptance Forms are due by February 28, 2025. Discuss need for ballot issues and/or questions.
- B. Discuss Happy Canyon Creek North Trail property and conveyance of same from Ridgegate Investments, Inc. to RRMD No. 5 and authorize necessary actions associated therewith.
- C. Discuss Badger Gulch Park Art Intergovernmental Agreement between RRMD No. 5 and the City of Lone Tree, Colorado and authorize necessary actions associated therewith.
- D. Discuss and consider approval of an Addendum to the Construction Contract between RRMD No. 5 and Concrete Express, Inc. for pedestrian bridge.
- E. Discuss status of design services engagement:
  - 1. Discuss and consider the termination of outstanding projects, Service Agreements, Master Service Agreements, and Task Orders between RRMD No. 5 and Consilium Design, Inc.
  - 2. Discuss and consider approval of Master Service Agreement between RRMD No. 5 and THK Associates, Inc. and consider approval of Task Order No. 1 for Badger Gulch Park Landscape and Irrigation Design Development in the amount of \$33,577.16 and Task Order No. 2 for BrightView Landscape Construction Team Meetings in an amount not to exceed \$1,525 (enclosures).

**VI. MANAGER MATTERS**

- A. Review and consider approval of Service Agreement for Engineering Consultation and Construction Services (2025 East Side Miscellaneous Services) between RRMD No. 5 and Diverse Project Consultants, LLC (enclosure).
- B. Review and consider approval of 2025 Miscellaneous Service Agreement – East Side between RRMD No. 5 and Merrick & Company (enclosure).
- C. Review and consider approval of Service Agreement for 2025 Landscape Maintenance and Snow Removal Services between RRMD No. 5 and BrightView Landscape Services, Inc. (enclosure).

- D. Review and consider approval of the Service Agreement for Construction Services (Ridgegate East Filing No. 4 - Badger Gulch Park Bridge MD5-027) between RRMD No. 5 and Diverse Project Consultants, LLC, in the amount of \$200,000.00 (enclosure).
- E. Review and consider approval of RRMD Nos. 4, 5, 6 & 8 Property and Liability Coverage renewal for 2025. Discuss changes needed to property schedule (if any) (enclosures).
- F. Review and consider approval of RRMD Nos. 4, 5, 6 & 8 worker's compensation for 2025 (enclosures).
- G. Authorize renewal of RRMD Nos. 4, 5, 6 & 8 SDA membership.
- H. Authorize Board member or committee to work with District staff to transition website to ADA compliant hosting platform (enclosure).
- I. Acknowledge responsibility of RRMD No. 5 to meet ADA compliance matters on the shared website.
- J. Review and consider approval of Statement(s) of Work (SOW) between RRMD Nos. 4, 5, 6 & 8 and CliftonLarsonAllen LLP for 2025 (enclosures).

**VII. BOARD MEMBER ITEMS**

**VIII. OTHER BUSINESS**

**IX. ADJOURNMENT**

**The next meeting is scheduled for January 22, 2025 at 3:00 p.m.**