

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

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

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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
Jennifer Miller (RRMD No. 5 only)	Assistant Secretary	May, 2027
Vacancy (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.
- 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 (RRMD Nos. 4, 5, 6 & 8) and August 23, 2023 Regular Meeting (RRMD Nos. 6 and 8) (enclosures).
- B. Ratify approval of Change Order No. 03 to Work Order No. 1.1 to Service Agreement for Project MD5-019 East Side Landscape between RRMD No. 5 and Brightview Landscape Development for Larry Levin Park (reconcile quantities of conduit) in the deductive amount of (\$3,508.00) (enclosure).
- C. Ratify approval of Change Order No. 03 to Work Order No. 1.2 to Service Agreement for Project MD5-019 East Side Landscape between RRMD No. 5 and Brightview Landscape Development for Koebel ROW Rail Way and Havana (planting grasses, crusher fine installation, stone bench installation) in the amount of \$17,944.50 (enclosure).
- D. Ratify approval of Change Order No. 04 to Work Order No. 1.2 to Service Agreement for Project MD5-019 East Side Landscape between RRMD No. 5 and Brightview Landscape Development for Koebel ROW Rail Way and Havana (construction of irrigation, landscaping and maintenance along Ridgeway Parkway) in the amount of \$818,532.68 (enclosure).
- E. Ratify approval of Change Order No. 05 to Work Order No. 1.2 to Service Agreement for Project MD5-019 East Side Landscape between RRMD No. 5 and Brightview Landscape Development for Koebel ROW Rail Way and Havana (construction of irrigation, landscaping and maintenance for Ridgeway Station streetscape) in the amount of \$182,722.99 (enclosure).
- F. Ratify approval of Change Order No.01 to Construction Contract between RRMD No. 5 and Broomfield Sign Company, Inc. d/b/a/ BSC Signs for Larry Levin Park Sign in the amount of \$692.83 (enclosure).
- G. Ratify approval of Change Order No. 01 to Task Order No. 003 to MSA 23-04 for Design and Construction Administration Services between RRMD No. 5 and Consilium Design, Inc. (Ridgeway Station TOD – additional services) in the amount of \$10,000.00 (enclosure).
- H. Ratify approval of Change Order No. 01 to Task Order No. 006 to MSA 23-04 for Design and Construction Administration Services between RRMD No. 5 and Consilium Design, Inc. (Ridgeway parkway Phase 1B – additional services) in the amount of \$750.00 (enclosure).
- I. Ratify approval of Change Order No. 02 to Task Order No. 006 to MSA 23-04 for Design and Construction Administration Services between RRMD No. 5 and

Consilium Design, Inc. (Ridgegate parkway Phase 1B – additional services) in the amount of \$10,000.00 (enclosure).

- J. Ratify approval of Task Order No. 07 to MSA 23-04 for Design and Construction Administration Services between RRMD No. 5 and Consilium Design, Inc. (landscape construction team meetings) in the amount of \$10,000.00 (enclosure).
- K. Ratify approval of Change Order No. 01 to Service Agreement for Badger Gulch Park Landscape Architecture between RRMD No. 5 and Consilium Design, Inc. (additional illustrative, park size increase, concept changes) in the amount of \$5,000.00 (enclosure).
- L. Ratify approval of Change Order No. 02 to Service Agreement for Badger Gulch Park Landscape Architecture between RRMD No. 5 and Consilium Design, Inc. (additional design and meeting time for concept plan) in the amount of \$8,000.00 (enclosure).
- M. Ratify approval of Change Order No. 01 to Service Agreement for On-Call Services between RRMD No. 5 and Consilium Design, Inc. (services that fall outside of contracted project work) in the amount of \$10,000.00 (enclosure).
- N. Ratify approval of Service Agreement for Greenway Park Design between RRMD No. 5 and Consilium Design, Inc. in the amount of \$13,950.00 (enclosure).
- O. Ratify approval of Service Agreement for Promontory Park Design between RRMD No. 5 and Consilium Design, Inc. in the amount of \$8,950.00 (enclosure).
- P. Ratify approval of Change Order No. 02 to Agreement for East Side Concrete Projects between RRMD No. 5 and CTF Construction (sidewalk in Havana ROW and High Note ROW) in the amount of \$69,135.00 (enclosure).
- Q. Ratify approval of Change Order No. 03 to Agreement for East Side Concrete Projects between RRMD No. 5 and CTF Construction (additional handicap ramp) in the amount of \$2,500.00 (enclosure).
- R. Ratify approval of Change Order No. 04 to Agreement for East Side Concrete Projects between RRMD No. 5 and CTF Construction (remove and replace handicap ramp at High Note Ave and Havana Street) in the amount of \$1,912.00 (enclosure).
- S. Ratify approval of Service Agreement between RRMD No. 5 and Design Workshop, Inc. (aesthetic treatments on Ridgegate Parkway bridge and Happy Canyon and Badger Gulch Open Spaces) for \$70,178.00 (enclosure).
- T. Ratify approval of Service Agreement for Construction Management Services for Ridgegate East Filings 2 and 3 Street and Utility Projects (MD5-012, 015, 016, 017 and 019) between RRMD No. 5 and Diverse Project Consultants (additional

service for Larry Levin Park Project) in the amount of \$550,000.00 (enclosure).

- U. Ratify approval of Change Order No. 01 to Service Agreement for Construction Management Services for MD5-019 (Ridgegate East Multiple Landscape Projects – 2023) between RRMD No. 5 and Diverse Project Consultants (additional service for Larry Levin Park Project) in the amount of \$15,000.00 (enclosure).
- V. Ratify approval of Change Order No. 02 to Service Agreement for Construction Management Services for MD5-019 (Ridgegate East Landscape – Koebel ROW Project) between RRMD No. 5 and Diverse Project Consultants (additional service for previously labeled Task Order 1.3 Regency ROW) in the amount of \$17,500.00 (enclosure).
- W. Ratify approval of Change Order No. 03 to Service Agreement for Construction Management Services for MD5-019 (Ridgegate East Landscape – Koebel ROW Project) between RRMD No. 5 and Diverse Project Consultants (additional service previously labeled Task Order 1.4 Ridgegate Parkway ROW) in the amount of \$50,500.00 (enclosure).
- X. Ratify Change Order No. 04 to Service Agreement for Traffic Signal Design (Ridgegate Parkway Couplet) between RRMD No. 5 and FHU (completion of Filing 3 and 4 project plans) in the amount of \$10,000.00 (enclosure).
- Y. Ratify Change Order No. 05 to Service Agreement for Traffic Signal Design (Ridgegate Parkway Couplet) between RRMD No. 5 and FHU (completion of Filing 3 and 4 project plans) in the amount of \$10,000.00 (enclosure).
- Z. Ratify approval of Change Order No. 05 to Construction Contract (MD5-020 City Center Earthwork Phase 1 Project) between RRMD No. 5 and Fiore & Sons (reconcile work) in the deductive amount of (\$4,840.00) (enclosure).
- AA. Ratify approval of Change Order No. 01 to Service Agreement for 2023 Miscellaneous Services – East Side between RRMD No. 5 and Merrick & Company (ongoing support) in the amount of \$36,000.00 (enclosure).
- BB. Ratify approval of Change Order No. 01 to Service Agreement for Construction Support Services (MD5-019 Streetscape Phase 1) between RRMD No. 5 and Merrick & Company (ongoing construction support) in the amount of \$50,000.00 (enclosure).
- CC. Ratify approval of Change Order No. 01 to Service Agreement for Project Bid and Construction Support Services Ridgegate Parkway-Lyric Street Traffic Signal (MD5-018) between RRMD No. 5 and Merrick & Company (ongoing construction support) in the amount of \$45,000.00 (enclosure).
- DD. Ratify approval of Change Order No. 03 to Service Agreement for Professional Engineering and Design Services (Ridgegate Parkway Couplet Development

Roadway and Utility Design) between RRMD No. 5 and Merrick & Company (Filing 3 and 4 Final Design) in the amount of \$132,000.00 (enclosure).

- EE. Ratify approval of Change Order No. 02 to Service Agreement for Graphic Assistance for Parks Master Plan between RRMD No. 5 and Sage Design Group, LLC (additional services for graphic assistance for couplet district) in the amount of \$7,500.00 (enclosure)
- FF. Ratify approval of Change Order No. 06 to Construction Agreement for MD5-018 Lyric Street Traffic Signal Project between RRMD No. 5 and Sturgeon Electric Company, Inc. (additional lighting south side of High Note Avenue west of Havana Street) in the amount of \$124,835.00 (enclosure).
- GG. Review and ratify approval of First Amendment to Agreement regarding Conceptual Design of Fee-in-Lieu Drainage & Flood Control Improvements for Badger Gulch Upstream of Ridgegate Parkway between RRMD No. 5 and Mile High Flood District (Agreement No. 20-01.36A, Project No. 107992) (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 prior claims, current claims and other cash disbursements (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. 4, 5, 6 & 8 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(s) (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 Letter with Fiscal Focus Partners LLC to perform RRMD No. 5 2023 Audit (enclosure).
- J. Discuss and consider the appointment of District Accountant to prepare and file 2023 Audit Exemption Applications for RRMD Nos. 4, 6 and 8.

V. LEGAL MATTERS

- A. Discuss and consider adoption of Resolutions Amending Policy on Colorado Open Records Act Requests (enclosure).
- B. Review and consider approval of Second Amendment to Joint Resolution Concerning Water Resource Credit Fees among RRMD Nos. 1, 5 and 6 (enclosure).
- C. Review and consider approval of Fourth Amendment to Joint Resolution Concerning the Imposition of Development Fees among RRMD Nos. 1, 5 and 6 (enclosure).
- D. Acknowledge Intergovernmental Agreement between the City of Lone Tree and CDOT for the Havana Bikeway (enclosure).
- E. Review and consider approval of Intergovernmental Agreement Concerning Construction Funding and Management (Havana Street Bikeway Project) between RRMD No. 5 and the City of Lone Tree (enclosure).
- F. Review and consider approval of Project Management Work Allocation Agreement – Havana Street Bikeway between RRMD No. 5 and the City of Lone Tree (enclosure).
- G. Review and consider approval of City of Lone Tree, Colorado Subdivision Improvement Agreement for Ridgeway East Subdivision Filing No. 3 (Couplet Area) by and between the City of Lone Tree, Colorado and RRMD No. 5 (enclosure).
- H. Review and consider approval City of Lone Tree, Colorado Subdivision Improvement Agreement for Ridgeway East Subdivision Filing No. 4 by and between the City of Lone Tree, Colorado and RRMD No. 5 (enclosure).
- I. Discuss and consider approval of Early Grading Permit Agreement between RRMD No. 5 and the City of Lone Tree for RidgeGate East Filing No. 3.

- J. Review and consider approval of Agreement regarding Excess Dirt between RRMD No. 5, Ridgeway Investments, Inc., and Century Land Holdings, LLC.
- K. Review and consider approval of the License Agreement for encroachment #566 between RRMD No. 5 and Public Service Company of Colorado (enclosure).
- L. Discuss status of District Infrastructure Agreement among RRMD No. 5, Ridgeway Investments, Inc., and CD Holdings Company LLC.
- M. Discuss status of Amendment to District Infrastructure Agreement among RRMD No. 5, Ridgeway Investments, Inc., and Century Land Holdings, LLC (Century Living).

VI. 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 (enclosures).
- B. Review and consider approval of Service Agreement for Engineering Consultation and Construction Services (2024 East Side Miscellaneous Services) between RRMD No. 5 and Diverse Project Consultants, LLC.
- C. Review and consider approval of 2024 Miscellaneous Service Agreement – East Side between RRMD No. 5 and Merrick & Company (enclosure).
- D. Review and consider approval of Service Agreement for 2024 Landscape Maintenance and Snow Removal Services between RRMD No. 5 and BrightView Landscape Services, Inc.
- E. Review and consider approval of Water and/or Sewer Main Improvement Agreement for Ridgeway East Filing No. 3 between RRMD No. 5 and Parker Water and Sanitation District (enclosure).
- F. Review and consider approval of Cash in Lieu Letter of Credit Financial Guarantee Agreement between RRMD No. 5 and Parker Water and Sanitation District (enclosure).
- G. Review proposal from Merrick & Company for Bid and Construction Support Services (Badger Gulch Trunk Sanitary Sewer) and authorize execution of Service Agreement for said services (enclosure).

VII. BOARD MEMBER ITEMS

VIII. OTHER BUSINESS

IX. ADJOURNMENT

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