

RECORD OF PROCEEDINGS

**MINUTES OF A SPECIAL MEETING OF
THE BOARDS OF DIRECTORS OF THE
RAMPART RANGE METROPOLITAN DISTRICT NOS. 1, 2 & 7
(THE “DISTRICTS”)
HELD
DECEMBER 6, 2023**

A special meeting of the Boards of Directors of the Rampart Range Metropolitan District Nos. 1, 2 & 7 (referred to hereafter as the “Boards”) was convened on December 6, 2023 at 10:32 a.m. at Coventry Development Corp., 9878 Schwab Way, Suite 415, Lone Tree, Colorado. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Keith Simon, President
Darryl Jones, Treasurer
Elizabeth Matthews, Secretary
Ken Linhardt, Assistant Secretary

Also, In Attendance Were:

Denise Denslow, Ashley Heidt and Susan Sanchez; CliftonLarsonAllen LLP
Jon Hoistad, Esq.; McGeady Becher P.C.
Mike Crespin and Leigh Dufresne; BrightView Landscape Services, Inc. (“BrightView”)
Carson Besgrove; Merrick & Company
Ernie Warzecha; Diverse Project Consultants
John Connelly; Coventry Development Corp.
Jennifer Miller; Rampart Range Metropolitan District No. 5

ADMINISTRATIVE MATTERS

Quorum/call to order/disclosures of potential conflicts of interest: Director Simon called the meeting to order and confirmed the presence of a quorum.

The Boards discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Boards of Directors to the Secretary of State. The members of the Boards were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Boards’ members prior to this meeting in accordance with statute. It was noted by Attorney Hoistad that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

Agenda, location of meeting and posting of meeting notices: The Boards reviewed the Agenda for the meeting. Following discussion, upon motion duly made by Director Jones, seconded by Director Linhardt and, upon vote,

RECORD OF PROCEEDINGS

unanimously carried, the Boards approved the Agenda, as presented.

The Boards entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the Districts' Board meeting. Following discussion, and upon motion duly made by Director Jones, seconded by Director Linhardt and, upon vote, unanimously carried, the Boards determined to conduct the meeting at the above-stated date, time, and location, which is within 20 miles of the Districts. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the Districts' boundaries have been received.

Public Comment: There were no public comments.

Resolution Establishing Regular Meeting Dates, Times and Location, and Designating Location for Posting 24-Hour Notices: Ms. Denslow discussed business to be conducted in 2024. Following discussion, upon a motion duly made by Director Simon, seconded by Director Jones and, upon vote, unanimously carried, the Boards adopted the Resolutions Establishing Regular Meeting Dates, Times and Location and Designating Location for Posting 24-Hour Notices, and scheduled 2024 regular meetings on the fourth Wednesday each month at 3:00 p.m., to be held at the offices of Coventry Development, 9878 Schwab Way, Suite 415, Lone Tree, Colorado 80124.

Section 32-1-809, C.R.S., reporting requirements (Transparency Notice): Ms. Denslow reviewed the reporting requirements, and the Board directed the notice to be posted on the Special District Associate website and the Districts' website.

Section 32-1-306, C.R.S., and direct staff regarding compliance for 2023 (Annual Map Filing): Ms. Denslow reviewed the annual map filing requirements and noted that her office will file required documentation with the required agencies.

CONSENT AGENDA
ENGINEER/

The Boards considered the following items on the Consent Agenda:

Minutes of July 19, 2023 Special Meeting:

Proposal between RRMD No. 1 and Brightview Landscape Services for Mulch Refresh and Traffic Control on Ridgegate Circle, Hillston Street and Lincoln/Bellwether in the amount of \$15,180.00:

Proposal between RRMD No. 1 and Brightview Landscape Services for Bluffmont Park Storm Repairs in the amount of \$12,981.00:

RECORD OF PROCEEDINGS

Proposal between RRMD No. 1 and Landscape Forms for Commonwealth Heights Apartments for Bench in the amount of \$14,690.00:

Quote between RRMD No. 1 and ChargePoint, Inc. for 5-year renewal of EV Charging contract:

Service Agreement for Concrete Repair between RRMD No. 1 and Ideal Fencing Corp., LLC in the amount of \$43,520.00:

Following review and discussion, upon a motion duly made by Director Matthews, seconded by Director Jones and, upon vote, unanimously carried, the Boards approved and/or ratified, as appropriate, the Consent Agenda.

CONSTRUCTION MATTERS

Engineering/Design Report: Mr. Besgrove noted there were no new updates to report.

Construction Report: Mr. Warzecha noted there were no new updates to report.

LANDSCAPE MATTERS

Landscape Report: Mr. Crespin introduced Leigh Dufresne to the Boards. Mr. Crespin provided an update, noting the ponds are being cleaned, fall cleanup is ongoing and winter watering is set to begin.

Mr. Connelly noted he has had a resident express their concerns on the outlet structure of Pond 302.

FINANCIAL MATTERS

Claims: Ms. Sanchez reviewed the prior claims with the RRMD No. 1 Board. Upon a motion duly made by Director Simon, seconded by Director Linhardt and, upon vote, unanimously carried, the RRMD No. 1 Board ratified approval of prior claims totaling \$1,645,558.21, including ACH payments for Denver Water and Xcel Energy, and wires to ADP and Ridgeway Investments, Inc.

September 30, 2023 Financial Statements: Ms. Sanchez reviewed the Financial Statements with the RRMD No. 1 Board. Following review, upon a motion duly made by Director Jones, seconded by Director Matthews and, upon vote, unanimously carried, the RRMD No. 1 Board accepted the September 30, 2023 Financial Statements.

Cash Position Report: Ms. Sanchez reviewed the Cash Position Report, noting that this is informational only.

Public Hearing on District Nos. 1, 2 & 7 Amendment to 2023 Budgets: The Boards opened the public hearing to consider amendments to the 2023 Budgets.

RECORD OF PROCEEDINGS

It was noted that publication of Notice stating that the Boards would consider amendments of the 2023 Budgets and the date, time and place of the public hearing was made in a newspaper having general circulation within the Districts. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Ms. Sanchez reported that no amendments to the 2023 budgets were needed.

Public Hearing on District No. 2 2024 Budget: The RRMD No. 2 Board opened the public hearing to consider the proposed 2024 Budget and to discuss related issues.

It was noted that Notice stating that the RRMD No. 2 Board would consider adoption of the 2024 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Ms. Sanchez reviewed the 2024 Budget with the RRMD No. 2 Board. Following discussion, upon motion duly made by Director Simon, seconded by Director Jones and, upon vote, unanimously carried, the RRMD No. 2 Board approved the 2024 Budget, as discussed, and considered adoption of the Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and the Resolution to Set Mill Levies. Following discussion, upon motion duly made by Director Simon, seconded by Director Jones and, upon vote unanimously carried, the RRMD No. 2 Board adopted the Resolutions and authorized execution of the Certification of Budget. The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Douglas County not later than January 10, 2024. The District Accountant was further directed to transmit the Certification of Budget to the Division of Local Government no later than January 31, 2024.

Public Hearing on District No. 7 2024 Budget: The RRMD No. 7 Board opened the public hearing to consider the proposed 2024 Budget and to discuss related issues.

It was noted that Notice stating that the Board would consider adoption of the 2024 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Ms. Sanchez reviewed the 2024 Budget with the RRMD No. 7 Board. Following discussion, upon motion duly made by Director Simon, seconded by Director

RECORD OF PROCEEDINGS

Jones and, upon vote, unanimously carried, the RRMD No. 7 Board approved the 2024 Budget, as discussed, and considered adoption of the Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and the Resolution to Set Mill Levies. Following discussion, upon motion duly made by Director Simon, seconded by Director Jones and, upon vote unanimously carried, the RRMD No. 7 Board adopted the Resolutions and authorized execution of the Certification of Budget. The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Douglas County not later than January 10, 2024. The District Accountant was further directed to transmit the Certification of Budget to the Division of Local Government no later than January 31, 2024.

Public Hearing on District No. 1 2024 Budget: The RRMD No. 1 Board opened the public hearing to consider the proposed 2024 Budget and to discuss related issues.

It was noted that Notice stating that the Board would consider adoption of the 2024 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received, and the public hearing was closed.

Ms. Sanchez reviewed the 2024 Budget with the RRMD No. 1 Board. Following discussion, upon motion duly made by Director Simon, seconded by Director Jones and, upon vote, unanimously carried, the RRMD No. 1 Board approved the 2024 Budget, as discussed, and considered adoption of the Resolution to Adopt the 2024 Budget and Appropriate Sums of Money and the Resolution to Set Mill Levies. Following discussion, upon motion duly made by Director Simon, seconded by Director Jones and, upon vote unanimously carried, the RRMD No. 1 Board adopted the Resolutions and authorized execution of the Certification of Budget. The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Douglas County not later than January 10, 2024. The District Accountant was further directed to transmit the Certification of Budget to the Division of Local Government no later than January 31, 2024.

DLG-70 Mill Levy Certification Forms: Following discussion, upon motion duly made by Director Simon, seconded by Director Jones and, upon vote, unanimously carried, the Boards authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification Forms for certification to the Board of County Commissioners and other interested parties.

CliftonLarsonAllen LLP Master Service Agreement (MSA) and Statement(s) of Work for 2024 Accounting and Management Services: Ms. Sanchez and Ms. Denslow reviewed the 2024 MSA and Statements of Work with the Boards. Following discussion, upon a motion duly made by Director

RECORD OF PROCEEDINGS

Simon, seconded by Director Linhardt and, upon vote, unanimously carried, the Boards approved the CliftonLarsonAllen LLP MSA and Statements of Work for 2024 Accounting and Management Services.

Preparation of 2025 Budgets: Upon a motion duly made by Director Simon, seconded by Director Linhardt and, upon vote, unanimously carried, the Boards appointed the District Accountant to prepare the 2025 Budgets.

2023 Audits: Ms. Sanchez reviewed the engagement letters from Fiscal Focus Partners LLC with the Boards. Following discussion, a motion duly made by Director Jones, seconded by Director Matthews and, upon vote, unanimously carried, the Boards approved the engagement of Fiscal Focus Partners LLC to perform the 2023 Audits.

LEGAL MATTERS

Resolution Amending Policy on Colorado Open Records Act Requests: Attorney Hoistad reviewed the Resolutions with the Boards. Following discussion, upon a motion duly made by Director Simon, seconded by Director Linhardt and, upon vote, unanimously carried, the Boards adopted the Resolutions Amending Policy on Colorado Open Records Act Requests.

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: Attorney Hoistad reviewed the Amendment with the RRMD No. 1 Board. Following discussion, upon a motion duly made by Director Simon, seconded by Director Jones and, upon vote, unanimously carried, the RRMD No. 1 Board approved the 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.

Second Amendment to Joint Resolution regarding Water Resource Credit Fees among RRMD Nos. 1, 5 and 6: Attorney Hoistad reviewed the Second Amendment with the RRMD No. 1 Board. Following discussion, upon a motion duly made by Director Simon, seconded by Director Linhardt and, upon vote, unanimously carried, the RRMD No. 1 Board approved the Second Amendment to Joint Resolution regarding Water Resource Credit Fees among RRMD Nos. 1, 5 and 6.

MANAGER MATTERS

2024 Insurance:

Cyber Security and Increased Crime Coverage: Attorney Hoistad reviewed the cyber security and increased crime coverage with the Boards. Following discussion, upon a motion duly made by Director Simon, seconded by Director Linhardt and, upon vote, unanimously carried, the Boards approved an increase of cyber security and crime coverage to \$250,000.00.

RECORD OF PROCEEDINGS

Insurance Committee to make final determinations regarding insurance:

This was not necessary.

Renewal of Districts’ insurance and Special District Association (SDA) membership for 2024:

Following discussion, upon a motion duly made by Director Simon, seconded by Director Linhardt and, upon vote, unanimously carried, the Boards approved the 2024 insurance renewals through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson and authorized membership in the SDA.

Service Agreement for Engineering Consulting and Construction Services (2024 West Side Miscellaneous Services) between RRMD No. 1 and Diverse Project Consultants, LLC: This item was deferred.

2024 Miscellaneous Service Agreement – West Side between RRMD No. 1 and Merrick & Company:

Following review and discussion, upon a motion duly made by Director Jones, seconded by Director Matthews and, upon vote, unanimously carried, the RRMD No. 1 Board approved the 2024 Miscellaneous Service Agreement – West Side between RRMD No. 1 and Merrick & Company.

Service Agreement for 2024 Landscape Maintenance and Snow Removal Services between RRMD No. 1 and BrightView Landscape Services, Inc.:

This item was deferred.

BOARD MEMBER ITEMS

None.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Boards at this time, Director Simon adjourned the meeting.

Respectfully submitted,

DocuSigned by:
Elizabeth Matthews
By _____
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Secretary for the Meeting