

CONSERVATORY METROPOLITAN DISTRICT

405 Urban St., Suite 310
Lakewood, Colorado 80228

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NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Birgit Baldwin	President	2025/May 2025
Pedro Moczo	Secretary	2027/May 2027
Timothy Siml	Treasurer	2025/May 2025
Harlan Baldwin	Assistant Secretary	2027/May 2025
Robert "Bob" Hunchberger	Assistant Secretary	2027/May 2025

DATE: November 7, 2024

TIME: 10:30 a.m.

PLACE: VIA TELECONFERENCE AT:

<https://us02web.zoom.us/j/7636703470>
Meeting ID: 763-670-3470
Participant Code: press #
Dial In: (720) 707-2699

I. ADMINISTRATIVE MATTERS

A. Present Disclosures and Potential Conflicts of Interest.

B. Recite Pledge of Allegiance.

C. Approve Agenda.

D. Discuss and authorize renewal of District's insurance and Special District Association membership for 2025 (enclosure).

E. 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 will be removed from the Consent Agenda and considered in the Regular Agenda.

- Approve Minutes of the September 16, 2024 Regular Meeting (enclosure).
 - Ratify approval of proposal from Parker Electric, Inc. for lighting on the monument on the north end of the District (enclosure).
 - Approval of Notice to Electors Pursuant to Section 32-1-809, C.R.S. (enclosure)
 - Ratify approval of Independent Contractor Agreement with BrightView Landscape Services, Inc. for Snow Removal Services (enclosure)
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II. COMMUNITY COMMENTS

A. Public Comment

III. FINANCIAL MATTERS

A. Review and consider approval of the payment of claims for Check Nos. 4972 through 4980 for the period ending September 30, 2024, in the amount of \$32,277.04 (enclosure).

B. Review and consider acceptance of unaudited financial statements (enclosure).

C. Consider engagement of Schilling & Company, Inc. for preparation of 2024 Audit, in the amount of \$_____ (to be distributed).

D. Conduct Public Hearing to consider Amendment to 2024 Budget (if necessary) and consider adoption of Resolution to Amend the 2024 Budget and Appropriate Expenditures.

E. Conduct Public Hearing on 2025 Budget and Consider Adoption of Resolution; Adopting Budget, Imposing Mill Levy and Appropriating Funds (enclosures).

F. Other.

IV. OPERATIONS MATTERS

A. Review Manager’s Report (enclosure).

- B. Review and consider approval of proposal from Brightview Landscape Services, Inc. for November winter watering, in the amount of \$4,922 (enclosure).

- C. Review and consider approval of Independent Contractor Agreement with Brightview Landscape Services, Inc. for 2025 landscape maintenance services (enclosure).

- D. Review and consider approval of proposal from Brightview Landscape Services, Inc. for 2025 irrigation systems maintenance services (enclosure).

- E. Review and consider approval of proposal between the District and Dogwood Poop Scoop for pet waste removal services, in the amount of \$345 per month (enclosure).

- F. Review and consider approval of proposal from Playground Safety Solutions, LLC for quarterly inspections, in the amount of \$750 (enclosure).

- G. Review and consider approval of proposal from Rocky Mountain Tree Care, Inc. for 2025 plant health care (enclosure).

- H. Review and consider approval of proposal from Roberts Treescaping, LLC d/b/a RTS Landscaping for 2025 detention pond maintenance services (enclosure).

- I. Review and consider approval of 2025 price rates from Diversified Underground, Inc. for locate services (enclosure).

V. LANDSCAPING MATTERS

- A. Irrigation updates.

- B. Landscaping projects updates.

VI. BOARD MEMBER INPUT

- A. Director Birgit Baldwin

- B. Director Hunchberger

C. Director Moczo

D. Director Siml

E. Director Harlan Baldwin

VII. OTHER BUSINESS

A. Discuss community outreach and items for Community Update.

B. Discuss Board Member On Duty Schedule.

C. General Discussion on processing management.

D. Review and consider approval of Fifth Addendum to the Management Services Agreement with Public Alliance LLC for management services (enclosure).

VIII. LEGAL MATTERS

A. Discuss Inspection and Maintenance Plan for Pond No. 7.

B. Consider approval of 2025 Annual Administrative Resolution (enclosure).

1. Discuss business to be conducted in 2025 and location of meetings. Consider Regular Meeting dates for 2025 (suggested meeting dates are January 21st, March 24th, May 19th, July 21st, August 18th and October 20th at 9am except for October 20th which will start at 9:30am) and scheduling the 2025 Annual Meeting (suggested town hall meeting is October 20th at 9am).

C. Discuss May 6, 2025 Regular Election and consider adoption of Resolution 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 mail ballot election (enclosure). Discuss the need for ballot issues and/or questions.

D. Consider Approval of Amended and Restated Public Records Request Policy (enclosure).

E. Consider Approval of Resolution Adopting a Procurement Policy (enclosure).

F. **Executive Session** – For the purpose of conferencing with the District’s attorney and receiving legal advice on specific legal questions under 24-6-402 (4)(b), C.R.S. relating to remediation of erosion.

1. Ratify approval of proposal from Brightview Landscape Services, Inc. for the remediation of erosion, in the amount of \$1,156.71 (enclosure).

IX. ADJOURNMENT – There are no more regular meetings scheduled for 2024.