

VISTA RIDGE METROPOLITAN DISTRICT

405 Urban Street, Suite 310
Lakewood, CO 80228
Tel: 720-213-6621

NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
Michael Lund	President	2027/May 2027
John Z. Ocwieja	Treasurer	2027/May 2027
Valerie Swanson	Asst. Secretary	2025/May 2025
Scott Wood	Asst. Secretary	2025/May 2025
Todd Sargent	Asst. Secretary	2027/May 2027

DATE: November 30, 2023

TIME: 6:00 P.M.

PLACE: Vista Ridge Community Center
2750 Vista Pkwy
Erie, CO 80516

I. ADMINISTRATIVE MATTERS

- A. Call to Order, Disclosures of Potential Conflicts of Interest, if any.

- B. Approve Agenda, confirm quorum and posting of meeting notices.

- C. Review and approve Minutes of the August 24, 2023 Regular Meeting October 5, 2023 Budget Workshop (enclosures).

- D. Review and consider adoption of the 2024 Annual Administrative Resolution (enclosure).

 - 1. Regular meeting date, time, and location.

 - 2. Officer Positions.

- E. Discuss §32-1-809, C.R.S., Transparency Notice reporting requirements and mode of eligible elector notification (2024 SDA Website and District Website).

- F. Discuss and ratify authorization of renewal of District’s insurance and Special District Association membership for 2024.
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- G. 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.

II. FINANCIAL MATTERS

- A. Review and ratify the approval of the payment of claims for the period ending November 16, 2023, in the amount of \$355,740.92 (enclosure).
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- B. Review and accept unaudited financial statement for the period ending September 30, 2023 and schedule of cash position through the period ending September 30, 2023 (enclosure).
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- C. Consider engagement of Schilling & Company, Inc. for preparation of 2023 Audit in the amount of \$_____ (to be distributed).
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- D. Conduct Public Hearing to consider Amendment to 2023 Budget and consider adoption of Resolution to Amend the 2023 Budget and Appropriate Expenditures (if necessary).
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- E. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution to Adopt the 2024 Budget, Appropriate Sums of Money and Set Mill Levies (enclosures – Preliminary Assessed Valuation, draft 2024 Budget, and Resolution).
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- F. Consider authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.
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- G. Review and consider approval of CliftonLarsonAllen LLP 2024 Master Services Agreement and Statements of Work (enclosure).
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- H. Consider appointment of District Accountant to prepare the 2025 Budget and set the date of the Budget Hearing as November 24, 2024.
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- I. Integrated Water Facilities Common Use Agreement – Update re Cost Sharing between District and Colorado National Golf Course
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III. LEGAL MATTERS

- A. Update on acceptance of certain Landscaping Tracts from the Town of Erie via Quit Claim Deed.
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- B. FRICO Water Lease Renewals (2024-2028) with G. Fonay; G. Hobbs; J. Riggans; R. Jobes and B. Carlson; R. Swain and Town of Erie (enclosure).
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- C. Review and consider approval of Addendum to the Management Services Agreement with Public Alliance LLC for management services (enclosure).
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- D. Other Updates
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IV. OPERATIONS AND MAINTENANCE MATTERS

- A. Landscaping Update from Arrowhead Landscaping (to be distributed).
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- B. Review Manager's Report (to be distributed).
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- 1. Update on stakeholders' meetings to determine maintenance responsibilities
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- 2. Discuss repairs to sidewalks
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3. Discuss fencing repairs
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- C. Update on Town of Erie Waterline Extension Phase 2B Update.
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- D. Landscaping Renovations Project:

1. Review and ratify approval of First Amendment to Agreement between the District and Hydrosystems-KDI, Inc. for irrigation design work (enclosure).
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2. Review and consider approval of Final Landscape Plans.
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3. Review and consider approval of Final Irrigation Plan.
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4. Review and consider approval of Bid Package and Publication of Request for Bids (enclosures).
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- E. 2023/2024 Independent Contractor Agreements for 2024 Maintenance Services:
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1. Review and ratify approval of Agreement between the District and Arrowhead Landscape Services for snow removal services (enclosure).
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2. Review and consider approval of proposal from Rocky Mountain Tree Care for pruning and replacement of dead trees (enclosure).
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- V. OTHER MATTERS

- A. _____

- VI. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED FOR 2023.**