

CONSERVATORY METROPOLITAN DISTRICT

141 Union Boulevard, Suite 150

Lakewood, Colorado 80228-1898

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NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Laverne Palmer	President	2016/May 2016
Birgit Baldwin	Treasurer	2018/May 2018
Dan Staley	Assistant Secretary	2016/May 2016
Pedro L. Moczo, Jr.	Assistant Secretary	2018/May 2018
Ronald Degenhart	Assistant Secretary	2018/May 2018
AJ Beckman	Secretary	

DATE: October 19, 2015
TIME: 9:00 A.M.
PLACE: Conservatory Clubhouse
2665 South Jebel Way
Aurora, Colorado

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Recite Pledge of Allegiance.

C. Approve Agenda.

D. 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 21, 2015 Regular Meeting (enclosure)
- Acknowledge Homeowners' Association Meeting Reports/Updates
- Determine Director on Duty for the months of April and May 2016
- Acknowledge the Collections Report through September 2015 (enclosure)
- Adopt Resolution No. 2015-10-02: 2016 Annual Administrative Resolution (enclosure)

- Adopt Resolution No. 2015-10-03: Resolution Regarding Election (enclosure)
 - Approve updated White Bear Ankele Tanaka & Waldron, P.C. Engagement Letter (enclosure)
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II. COMMUNITY COMMENTS

A. _____

III. FINANCIAL MATTERS

A. Review and consider approval of the payment of claims for Check Nos. ____-____ for the period ending October 19, 2015, in the amount of \$_____ (to be distributed at meeting).

B. Review cash position schedule as of October 19, 2015 and current cash flow projection through January, 2017 (to be distributed at meeting).

C. Consider engagement of Schilling & Company, Inc. to perform the 2015 Audit for an amount not-to-exceed \$4,900 (to be distributed).

D. Conduct Public Hearing on the proposed 2016 Budget and consider adoption of Resolution No. 2015-10-01: Resolution Adopting Budget, Imposing Mill Levy (for General Fund _____, Debt Service Fund _____, and Other Fund(s) _____, for a total mill levy of _____) and Appropriating Funds (enclosures – Resolution and draft 2016 Budget).

E. Discuss options for refinancing (enclosure).

IV. RULES OF ORDER

- A. Discuss memorandum regarding the Board's Rules of Order (enclosure).
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V. LANDSCAPING MATTERS (10:00 A.M.)

- A. Review monthly report from Valley Crest Landscape Maintenance, Inc. for September 2015 (enclosure).
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- B. Landscaping Committee update.
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- C. Review Proposal for Dead Plant Removal (to be distributed).
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- D. Discuss scope of work for 2016 Landscape Maintenance Services Contract with Valley Crest Landscape Maintenance, Inc. (enclosure).
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- E. Discuss Request for Proposals for Landscaping Design Services.
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VI. OPERATIONS AND MAINTENANCE MATTERS

Note: Board action(s) involving the expenditure of funds will be deferred to the end of the Agenda under Contract Approvals.

- A. Review Manager's Report (enclosure).
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- B. _____
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VII. LEGAL MATTERS

- A. Status of discussions with DR Horton regarding conveyance of and operation and maintenance concerns with detention pond and other Tract V improvements.

- B. Discuss Public Records Request made by the District to the City of Aurora (“the City”) and consider authorizing payment in the amount of \$250 to be deposited with the City to initiate file retrieval.

VIII. BOARD MEMBER INPUT

- A. _____

IX. CONTRACT APPROVALS

- A. Review Landscape Expenditure Budget Tracking Matrix (enclosure).

- B. Discuss and consider approval of First Addendum to Independent Contractor Agreement between the District and Special District Management Services, Inc. (enclosure).

- C. Discuss and consider approval of an Independent Contractor Agreement for 2016 Landscape Maintenance Services between the District and Valley Crest Landscape Maintenance, Inc. (enclosure – Scope of Work).

X. EXECUTIVE SESSION MATTERS - §§24-6-402(4)(b) and (e), C.R.S.

- A. Off Site Detention Ponds.

XI. OTHER BUSINESS

- A. Community Outreach:
 - 1. Discuss items for Community Update.

- B. Consider cancellation of November and December 2015 Regular Meetings.
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XII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR
NOVEMBER 16, 2015.**