

CONSERVATORY METROPOLITAN DISTRICT

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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: March 21, 2016
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 January 25, 2016 Regular Meeting (enclosure)
 - Acknowledge Homeowners' Association Meeting Reports/Updates
 - Determine Director on Duty for the months of August and September 2016
 - Acknowledge the Collections Report through February 2016 (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 February __, 2016, in the amount of \$ _____ (to be distributed at meeting).

B. Review and consider approval of the payment of claims for Check Nos. ____ - ____ for the period ending March 21, 2016, in the amount of \$ _____ (to be distributed at meeting).

C. Review and accept unaudited financial statements through the period ending February 29, 2016 (to be distributed at meeting).

D. Review cash position schedule as of March 21, 2016 and current cash flow projection through _____ 2017 (to be distributed at meeting).

E. Review and Consider Acceptance of 2015 Audit and Approval of District Representation Letter (to be distributed at meeting).

IV. RULES OF ORDER

A. Discuss Committee members' roles and responsibilities.

V. LANDSCAPING MATTERS (10:00 A.M.)

A. Review monthly report from Valley Crest Landscape Maintenance, Inc. for February 2016 (enclosure).

B. Landscaping Committee update.

- C. Review Proposals for Landscaping Design Services (enclosures).

- D. Review proposal for plant pruning from Valley Crest Landscape Maintenance, Inc. (enclosure).

- E. Review proposal for annual color display from Valley Crest Landscape Maintenance, Inc. (enclosure).

- F. Review proposal for winter watering from Valley Crest Landscape Maintenance, Inc. (enclosure).

- G. Review proposal for tree stake removal from Valley Crest Landscape Maintenance, Inc. (enclosure).

- H. Review bid tabulation for tree purchase and installation (enclosure).

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).

 - B. Fence Committee update (enclosure).

 - C. Update on Final Phase of Wildlife Barrier installation.

 - D. Update on mailbox kiosk repairs.

- 1. Status of repairs by CapCo General Contracting LLC.

2. Discuss adding signage about postings.

3. Discuss landscaping adjacent to mailbox kiosk No. 5 (enclosure).

E. Review proposals for painting monuments (enclosures).

F. Discuss stone repairs for walls, monuments and piers.

VII. LEGAL MATTERS

A. Consider Approval of Vacations of Fence Easements with KDB Homes, Inc. (enclosures).

VIII. BOARD MEMBER INPUT

A. _____

IX. CONTRACT APPROVALS

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

B. Review and consider ratifying Addendum No. 1 to Valley Crest Landscape Maintenance, Inc. Contract for Annual Color (enclosure).

C. Review and consider ratifying Addendum No. 2 to Valley Crest Landscape Maintenance, Inc. Contract for Landscape Maintenance Services (enclosure).

D. Review and consider ratifying Addendum No. 3 to Valley Crest Landscape Maintenance, Inc. Contract for Landscape Maintenance Services (enclosure).

E. Review and consider ratifying Addendum No. 4 to Valley Crest Landscape Maintenance, Inc. Contract for Landscape Maintenance Services (enclosure).

F. Consider award of contract for monument painting.

G. Consider award of contract for landscape design services.

H. Review and consider ratifying First Addendum to Fence Replacement Project—Phase III Agreement with Standard Fence Company (to be distributed).

I. Consider award of contract for purchase of trees.

J. Consider award of contract for tree installation.

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

A. Off Site Detention Ponds.

B. Foreclosure Action at 2829 S. Killarney.

XI. OTHER BUSINESS

A. Community Outreach:

1. Discuss items for Community Update.

B.

XII. ADJOURNMENT **THE NEXT REGULAR MEETING IS SCHEDULED FOR APRIL 18, 2016.**