

CONSERVATORY METROPOLITAN DISTRICT

355 S. Teller St., Suite 200

Lakewood, Colorado 80226

Website: www.yourcmd.org • District Manager's Email: aj@publicalliancellc.com

NOTICE OF A SPECIAL MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expiration:</u>
Birgit Baldwin	President	2022/May 2022
Joy DeMots	Treasurer	2020/May 2023
Pedro L. Moczo, Jr.	Secretary	2022/May 2022
Robert Giles	Assistant Secretary	2020/May 2023
David E. Altman	Assistant Secretary	2020/May 2023

DATE: July 20, 2020 (Monday)

TIME: 9:00 A.M.

PLACE: DUE TO CONCERNS REGARDING THE SPREAD OF THE CORONAVIRUS (COVID-19) THE BOARD MEETING WILL BE HELD BY VIDEOCONFERENCE AND TELECONFERENCE WITHOUT INDIVIDUALS ATTENDING IN PERSON:

VIDEO: <https://us02web.zoom.us/j/7636703470> MEETING ID: 763-670-3470

TELECONFERENCE: (720) 707-2699; MEETING ID: 763-670-3470

I. ADMINISTRATIVE MATTERS

A. Present Disclosures of Potential Conflicts of Interest.

B. Recite Pledge of Allegiance.

C. Approve Agenda.

F. 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 June 15, 2020 Special Meeting (enclosure).

- Ratify Fourth Addendum to Independent Contractor Agreement with BrightView Landscape Services, Inc. (“BrightView”) for Landscaping Improvements to the South Entry at Nepal, and the North Entry along Conservatory Parkway in the amount of \$42,113.47 (enclosure).
- Ratify Fifth Addendum to Independent Contractor Agreement with BrightView for Removal of 21 Ash Trees and Stumps in the amount of \$6,412.88 (enclosure).
- Ratify Sixth Addendum to Independent Contractor Agreement with BrightView for Replacement of Four-Inch Shut Off Valve for Valve No. 2 in the amount of \$2,332.67 (enclosure).
- Ratify Seventh Addendum to Independent Contractor Agreement with BrightView for Backflow Preventer Testing in the amount of \$1,260 (enclosure).
- Ratify Eighth Addendum to Independent Contractor Agreement with BrightView for Adjustments to the Scope of Work for Landscaping Improvements to the South Entry at Nepal, and the North Entry along Conservatory Parkway for a credit of \$2,783.72 to the original project cost bringing the final project cost to \$39,329.75 (enclosure).
- Ratify Ninth Addendum to Independent Contractor Agreement with BrightView for One Time Water of New Trees in the amount of \$500 (enclosure).
- Ratify Tenth Addendum to Independent Contractor Agreement with BrightView for Planting Two Trees in the amount of \$1,400 (enclosure).
- Ratify Eleventh Addendum to Independent Contractor Agreement with BrightView for Removal of Nine Additional Larger Trees to Ground Level and Stumps in the amount of \$2,700 (enclosure).
- Ratify Twelfth Addendum to Independent Contractor Agreement with BrightView for Extra Landscape at Jericho and Hampden in the amount of \$6,913.28 (enclosure).
- Ratify on-line application to the Coronavirus Relief Fund to recover up to \$2,408.07 in eligible expenses (enclosure).

II. COMMUNITY COMMENTS

A. HOA Reports and Updates

B. _____

III. FINANCIAL MATTERS

A. Review and consider approval of the payment of claims for Check Nos. _____
- _____ for the period ending June 30 ____, 2020 in the amount of \$ _____
(to be distributed).

B. Review and consider approval of the payment of claims for Check Nos. _____
- _____ for the period ending July 20 _____, 2020 in the amount of
\$ _____ (to be distributed).

D. Review and accept unaudited financial statements through the period ending June
30, 2020 (to be distributed).

E. Review cash position schedule as of July 20, 2020 (to be distributed).

F. Discuss and consider moving the District's checking account to First Bank and
authorize necessary actions.

G. Discuss 2021 Budget preparation and establishment of a Budget Committee.

V. OPERATIONS MATTERS

A. Review Manager's Report (enclosure).

B. Discuss and consider approval of updated Maintenance Responsibility Map
(enclosure).

C. Review and discuss use of Annual Maintenance Tracking Matrix and Committee
Reporting Form (enclosures).

D. Detention Pond Committee Report (enclosure).

1. Review bid tabulation and related materials and consider award of contract for Engineering and Survey Services for Erosion Protection and Drainage Improvements of Water Quality Control Pond 6 (enclosures).
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2. Review and consider approval of detention ponds inspection and maintenance request for proposals (RFP).
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- E. Discuss mail kiosk maintenance
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V. LANDSCAPING MATTERS

- A. Review Landscape Expenditure Budget Tracking Matrix (enclosure).
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- B. Review BrightView Report (to be distributed under separate cover).
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- C. Landscaping Committee Report (enclosures; Irrigation Updates and Annual Tree Planting).
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1. Discuss and consider approval of proposal for over-seeding and hand pulling weeds in native areas of Tracts B and J.
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2. Discuss proposal for trimming Sea Green Junipers.
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VI. BOARD MEMBER INPUT

- A. Director Baldwin
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- B. Director DeMots
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- C. Director Moczo
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- D. Director Giles
-

E. Director Altman

VII. OTHER BUSINESS

A. Discuss community outreach and items for Community Update.

VIII. LEGAL MATTERS

A.

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

A. Executive Session Pursuant to §§24-6-402(4)(b) and (e), C.R.S., to receive legal advice and to determine positions relative to matters that are subject to negotiation (if necessary).

X. ADJOURNMENT **THE NEXT MEETING IS SCHEDULED FOR SEPTEMBER 21, 2020.**