

**JOINT REGULAR MEETING AND AGENDA  
SADDLE ROCK SOUTH METROPOLITAN DISTRICT NOS. 1, 2, 3 & 4**

6800 South Liverpool Street, Suite A  
Aurora, Colorado  
November 8, 2018 at 2:30 P.M.

**Board of Directors District No. 1**

---

Rodney A. Alpert, President	Term Expires May 2020
Carol Bransfield, Secretary/Treasurer	Term Expires May 2020
Michael Alpert, Assistant Secretary	Term Expires May 2022
Brian Alpert, Assistant Secretary	Term Expires May 2022
Tanya Alpert, Assistant Secretary	Term Expires May 2022

---

**Board of Directors District No. 2**

---

Howard Johnson, President	Term Expires May 2022
Donald Langley, Secretary/Treasurer	Term Expires May 2022
VACANCY	Term Expires May 2022
VACANCY	Term Expires May 2020
VACANCY	Term Expires May 2020

---

**Board of Directors District No. 3**

---

James Quarles, President	Term Expires May 2022
Jan Taylor, Secretary	Term Expires May 2022
Carol Bransfield, Treasurer	Term Expires May 2020
Jordan Rigberg, Assistant Secretary	Term Expires May 2022
Rodney A. Alpert, Assistant Secretary	Term Expires May 2020

---

**Board of Directors District No. 4**

---

Rodney A. Alpert, President	Term Expires May 2020
Carol Bransfield, Secretary/Treasurer	Term Expires May 2020
Marie B. Hensler, Assistant Secretary	Term Expires May 2022
Robert Childs, Assistant Secretary	Term Expires May 2022
Michael Alpert, Assistant Secretary	Term Expires May 2022

---

**1. ADMINISTRATIVE MATTERS**

- a. Call to Order
- b. Declaration of Quorum and Confirmation of Director Qualifications
- c. Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest
- d. Approval of Agenda

**2. PUBLIC COMMENT** (Regarding Items Not Otherwise on the Agenda)

**3. CONSENT AGENDA ITEMS** (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda) (**enclosures in electronic copies only; paper copies available upon request**)

- a. Approval of Board Meeting Minutes from September 6, 2018 Joint Special Meeting (**enclosure**)
- b. Ratification of Operations Payables (September 7, 2018 – November 8, 2018) (\$185,378.27) (**enclosure**)
- c. Ratification of Claims as of October 24, 2018 (\$49,316.25) (**enclosure**)
- d. Approval of Additional Claims as of November 8, 2018 (\$\_\_\_\_\_) (**to be distributed, if any**)

- e. Acceptance of Unaudited Financial Statements as of September 30, 2018 (**enclosures**)
- f. Adoption of Resolution No. 2018-11-01: 2019 Joint Annual Matters Resolution (**enclosure**)
  - i. Regular Meeting Dates for 2019: Second Thursday of Odd Numbered Months, except September which is the Third Thursday, at 2:30 P.M. (schedule set forth below)
- g. Adoption of Resolution No. 2018-11-02: Concerning Imposition of Operations Fee on Residential Properties within District No. 1 (**enclosure**)
- h. Adoption of Resolution No. 2018-11-03: Establishing Guidelines for Processing and Collection of Delinquent Fees and Charges (District No. 1) (**enclosure**)
- i. Adoption of Resolution No. 2018-11-04: Adopting a Personal Data Privacy Policy (**enclosure**)
- j. Approval of Engagement Letters with Stratagem CPA for 2018 Audits (District Nos. 1 and 4 only) (same price as 2017 audits) (**enclosures**)
- k. Ratification of Addendum #22 to Keesen Landscape Management, Inc., Agreement for Fall Aeration (\$1,598.56) (**enclosure**)
- l. Ratification of Addendum #23 to Keesen Landscape Management, Inc., Agreement for Holiday Lights (\$10,943.69) (**enclosure**)
- m. Ratification of Addendum #24 to Keesen Landscape Management, Inc., Agreement for Open Space Native Mowing (\$1,650) (**enclosure**)
- n. Approval of Updated Engagement Letters with WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, for General Counsel Services (**enclosures**)
- o. Approval of Independent Contractor Agreement with Front Range Recreation for Pool Management Services (**enclosure**)
- p. Approval of Independent Contractor Agreement with Keesen Landscape Management, Inc. for Landscape Maintenance Services (3% increase from 2018) (**enclosure**)
- q. Approval of First Addendum to Independent Contractor Agreement with MMI Water Engineers, LLC for Engineering Services (updated rate schedule for 2019) (**enclosure**)
- r. Approval and Renewal of Consultant Agreements for 2019 Services (copies of all agreements available upon request; no changes in scope or fees unless otherwise noted):
  - i. Summit Management & Consulting Services, LLC for District Management Services
  - ii. Metropolitan District Public Safety Group, LLC for Security Services
  - iii. Simmons & Wheeler, P.C. for Accounting Services
  - iv. @ Yur Service, LLC for Handyman Services
  - v. Tatyana Golyansky for Clubhouse Cleaning Services
  - vi. Key-Rite Security Lock & Safe, Inc. for Security System and Monitoring Services
  - vii. Horticultural Specialists, Inc. for Tree Maintenance, Mosquito Control, and Winter Watering Services
  - viii. Verizon for Security Monitoring Services
  - ix. The Electrician, Inc., for Outdoor Lighting Repair and Installation Services
  - x. Platinum Coatings for Painting Services
- s. Termination of Independent Contractor Agreements (due to completion of services or no longer need):
  - i. WYOCO Erosion Control, Inc. for Erosion Control Services (**enclosure**)
  - ii. Pure Choice Construction for Handyman Services (**enclosure**)
  - iii. Rose Paving for Parking Lot Repair and Sealing Services (**enclosure**)

#### 4. FINANCIAL MATTERS

- a. Conduct Public Hearings on 2018 Budget Amendments and Adoption of Resolution Nos. 2018-11-05 (District No. 2), 2018-11-06 (District No. 3), and 2018-11-07 (District No. 4) (**enclosures**)

- b. Conduct Public Hearings on 2019 Budgets and Adoption of Resolution Nos. 2018-11-08 (District No. 1), 2018-11-09 (District No. 2), 2018-11-10 (District No. 3), 2018-11-11 (District No. 4): Adoption 2019
- c. Budget, Imposing Mill Levy and Appropriating Funds (**enclosures**)

**5. LEGAL MATTERS**

- a. Approval of Quit Claim Deed for Tract O to Shadow Creek Homeowners' Association (**enclosures-email request, map and deed**)
- b. Update on Collections Matters

**6. DISTRICT MANAGER MATTERS (Enclosure – Management Report)**

- a. Update on AED Units
- b. Update on Paving and Sealing Project
- c. Discuss Process for Review and Approval of Operations Payables
- d. Pool Report from Front Range Recreation (**enclosure**)

**7. SAFETY AND SECURITY COMMITTEE MATTERS**

- a. General Update
- b. Update on Installation of Cameras on District Property

**8. STRUCTURAL AND GOVERNANCE COMMITTEE MATTERS**

- a. Discuss structural options for Districts upon completion of construction projects

**9. DIRECTORS' MATTERS**

- a. Water Conservation and Landscape Projects (**enclosure**)
  - i. Review and discuss proposed 2019 landscape projects
- b. Traffic Matters
- c. Asset Management
  - i. Discuss Capital Reserve Requirements Plan and Approval of Second Addendum to MMI Water Engineers, LLC Independent Contractor Agreement for Inspection of Improvements and Review of Plan (**enclosure – Capital Reserve Requirements Plan – electronic copy only; no hard copies unless requested**)

**10. OTHER BUSINESS**

- a. Next Joint Regular Meeting: January 10, 2019 at 2:30 P.M.

**11. ADJOURNMENT**

**2019 Meeting Dates (all at 2:30 P.M.)**

**January 10, 2019**

**March 14, 2019**

**May 9, 2019**

**July 11, 2019**

**September 19, 2019**

**November 14, 2019 (Budget Hearings)**