

NOTICE OF JOINT REGULAR MEETING & AGENDA

SADDLE ROCK SOUTH AUTHORITY SADDLE ROCK SOUTH METROPOLITAN DISTRICT NOS. 2 - 4

6800 S. Liverpool Street, Suite A
Aurora, Colorado

Thursday, November 14, 2024
2:30 P.M.

Saddle Rock South Authority Board

James Quarles, President	Designee for District No. 3
Jason Inzer, Treasurer	Designee for District No. 2
Marie B. Hensler, Secretary	Designee for District No. 4

Alternate Designees:

Ivan Legrand	Alternate Designee for District No. 2
Jan Taylor	Alternate Designee for District No. 3
Robert Childs	Alternate Designee for District No. 4

Board of Directors, District No. 2

Jason Inzer, President/Treasurer	Term Expires May 2025
Ivan Legrand, Secretary	Term Expires May 2025
VACANCY	Term Expires May 2025
VACANCY	Term Expires May 2027
VACANCY	Term Expires May 2027

Board of Directors, District No. 3

James Quarles, President	Term Expires May 2025
Jan Taylor, Secretary/Treasurer	Term Expires May 2025
Jordan Rigberg, Assistant Secretary	Term Expires May 2025
VACANCY	Term Expires May 2027
VACANCY	Term Expires May 2027

Board of Directors, District No. 4

Marie B. Hensler, President	Term Expires May 2025
Robert Childs, Treasurer/Secretary	Term Expires May 2025
Robin Childs, Assistant Secretary	Term Expires May 2025
Carol Bransfield, Assistant Secretary	Term Expires May 2027
VACANCY	Term Expires May 2027

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** (Items not on the Agenda; Comments limited to three minutes per person)

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.)
 - a. District Nos. 2-4 Matters
 - i. Approval of Board Meeting Minutes from July 11, 2024 Meeting (District Nos. 2 & 3) (*previously distributed; available upon request*)
 - ii. Acceptance of Unaudited Financial Statements as of June 30, 2024 (District Nos. 2 & 3) (*previously distributed; available upon request*)
 - iii. Approval of Board Meeting Minutes from September 12, 2024 Meeting (District No. 4) (**enclosure**)
 - iv. Acceptance of Unaudited Financial Statements as of September 30, 2024 (**enclosure**)
 - v. Ratification of Engagement of Wipfli LLP to Perform 2024 Audit (District No. 4) (**enclosure**)
 - b. Authority Matters
 - i. Approval of Board Meeting Minutes from September 12, 2024 Meeting (**enclosed above**)
 - ii. Acceptance of Unaudited Financial Statements as of September 30, 2024 (**enclosed above**)
 - iii. Ratification of Payment of Claims as of November 14, 2024 (\$191,031.33) (**enclosure**)
 - iv. Ratification of Engagement of Wipfli LLP to Perform 2024 Audit (**enclosure**)
 - v. Ratification of Addendum No. 12 to the 2024 Independent Contractor Agreement with Keesen Landscape Management, Inc. (“Keesen”) for Tree Stake Removal (\$950) (**enclosure**)
 - vi. Approval of Proposal from Keesen for Winter Watering (if necessary) (\$9,300) (**enclosure**)
 - vii. Approval of Consent to Assignment of License Agreement with City of Aurora for Emergency Access Gate on S. Shawnee Street (**enclosure**)
 - viii. Adoption of Resolution No. 2024-11-01: Joint Amended and Restated Public Records Request Policy (**enclosure**)
 - ix. Approval and Renewal of Consultant and Contractor Agreements for 2025 Services (copies of all agreements available upon request; no changes in scope or fees unless otherwise noted. New Agreements to be signed with Authority as necessary):
 - (a.) WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, for General Counsel and Management Services
 - (b.) Metropolitan District Public Safety Group, LLC for Security Services
 - (c.) Simmons & Wheeler, P.C. for Accounting Services
 - (d.) MMI Water Engineers, LLC for Engineering Services
 - (e.) Keesen Landscape Management, Inc., for Landscape Maintenance Services (updated fee schedule for 2025) (**enclosure**)
 - (f.) Front Range Recreation, Inc. for Pool and Clubhouse Management Services (updated fee schedule for 2025) (**enclosure**)
 - (g.) @ Yur Service, LLC for Handyman Services
 - (h.) Home Service Group, Inc. for Clubhouse Cleaning Services
 - (i.) BW Technologies Inc. for Security System and Monitoring Services
 - (j.) Flock Group Inc. for License Plate Recognition Camera Services

- (k.) The Cutting Edge Landscaping, Inc. for Tree Maintenance, Mosquito Control, and Winter Watering Services (updated fee schedule for 2025) (**enclosure**)
- (l.) The Electrician, Inc., for Outdoor Lighting Repair and Installation Services
- (m.) Diversified Underground, Inc. for Utility Locating Services (updated fee schedule for 2025) (**enclosure**)
- (n.) Water Services Company d/b/a Backflow Tech, Inc. for Backflow Testing and Repair Services
- (o.) Gotcha Recovery Services LLC for Towing Services
- (p.) Playground Safety Solutions, LLC for Routine Playground Inspections
- (q.) Sunny Day Concrete, LLC for Concrete Repair and Maintenance Services
- (r.) Bedrock, LLC d/b/a Ground Solutions for Mulch Installation Services
- (s.) Standard Lumber and Hardware Co. d/b/a Standard Fence Company for Fence Repair and Gate Installation Services
- (t.) Woodlake Construction Management, LLC for Pond Maintenance Services
- (u.) Ramey Environmental Compliance, Inc. for Underdrain Inspection Services
- (v.) Renaissance Infrastructure Consulting, Inc. for Civil Engineering Services for Pond L-5 Rehabilitation Project
- (w.) Rose Paving, LLC for Parking Lot Paving Services

4. DIRECTORS' MATTERS

- a. Consider Appointment of Director to Board of District No. 2
 - i. Election of Officers

5. FACILITIES MANAGEMENT MATTERS

- a. Update on Clubhouse
 - i. Clubhouse Use Report (**enclosure**)
- b. Review 2024 Pool Closing Report (**enclosure**)

6. ENGINEER MATTERS (Enclosure – Engineer's Report)

- a. General Update on Stormwater Ponds
 - i. Update on Pond L-5 Repairs and Rehabilitation Project
 - ii. Review and Consider Approval of Contract Amendment from Renaissance Infrastructure Consulting, Inc. for As-Built Survey and Pond Certification (**enclosure**)
 - iii. Discuss Pond J-4 Maintenance Needs
 - iv. Discuss Pond J-6 Maintenance Needs
- b. Update on Saddle Rock East Underdrain near Pond I-7
- c. Update on Sidewalk Replacement near Tennis Courts
 - i. Review and Consider Approval of Proposal from Keesen for Cleanout of Drainage Area by Tennis Courts (**enclosure**)
- d. Review and Consider Approval of Proposal from Rose Paving, LLC for Paving of the South Pool Parking Lot (**enclosure**)
- e. Review and Consider Approval of Proposal from Rose Paving, LLC for Seal Coating of the East Pool Parking Lot (**enclosure**)

7. DISTRICT MANAGER MATTERS (Enclosure - Management Report)

- a. Groundskeeping Committee Update
- b. Consider Adoption of Resolution No. 2024-11-02: 2025 Annual Administrative Resolution

(Authority) (**enclosure**)

- c. Consider Adoption of Resolution No. 2024-11-03: 2025 Joint Annual Administrative Resolution (District Nos. 2-4) (**enclosure**)
- d. Discuss Website Accessibility and Digital Content Remediation
- e. Consider Approval of Proposal from Keesen for Installation of Quick Coupler at South Pool (**enclosure**)
- f. Discuss and Consider Approval of Proposals from Keesen for Rehabilitation of S. Gartrell Road and E. Arapahoe Road Medians (**enclosures**)

8. SAFETY AND SECURITY MATTERS

- a. General Update
- b. Neighborhood Watch Update
- c. Discuss Security Camera Operations
 - i. Consider Approval of Proposal for Camera Surveillance Services (**to be distributed**)

9. FINANCIAL MATTERS

- a. Discuss Senate Bill 24-233
- b. 2024 Budget Amendment Hearings
 - i. Conduct Public Hearing on 2024 Budget Amendment and Consider Adoption of Resolution No. 2024-11-04: Amending Budget (District No. 2) (**enclosure**)
 - ii. Conduct Public Hearing on 2024 Budget Amendment and Consider Adoption of Resolution No. 2024-11-05: Amending Budget (District No. 3) (**enclosure**)
 - iii. Conduct Public Hearing on 2024 Budget Amendment and Consider Adoption of Resolution No. 2024-11-06: Amending Budget (District No. 4) (**enclosure**)
- c. 2025 Budget Hearings
 - i. Conduct Public Hearing on 2025 Budget and Consider Adoption of Resolution No. 2024-11-07: Adopting Budget and Appropriating Funds (Authority) (**enclosure**)
 - ii. Conduct Public Hearing on 2025 Budget and Consider Adoption of Resolution No. 2024-11-08: Adopting Budget, Imposing Mill Levy and Appropriating Funds (District No. 2) (**enclosure**)
 - iii. Conduct Public Hearing on 2025 Budget and Consider Adoption of Resolution No. 2024-11-09: Adopting Budget, Imposing Mill Levy and Appropriating Funds (District No. 3) (**enclosure**)
 - iv. Conduct Public Hearing on 2025 Budget and Consider Adoption of Resolution No. 2024-11-10: Adopting Budget, Imposing Mill Levy and Appropriating Funds (District No. 4) (**enclosure**)

10. LEGAL MATTERS

- a. Update on Collection Matters
- b. Update on Parking Regulations and Parking Enforcement
- c. Consider Adoption of Resolution No. 2024-11-11: Amended and Restated Resolution Concerning Authorization for Approval of Contracts, Payment of Claims, Committee Designations, and Adoption of Procurement Policy (**enclosure**)
- d. Consider Adoption of Resolution No. 2024-11-12: Establishing Guidelines for the Processing and Collection of Delinquent Fees and Charges (Authority) (**enclosure**)
- e. Discuss and Consider Adoption of Resolution No. 2024-11-13: Joint Resolution of Board of Directors Calling May 2025 Election (District Nos. 2-4) (**enclosure**)

11. OTHER BUSINESS

- a. Next Regular Meeting – January 9, 2025 at 2:30 P.M.

12. ADJOURNMENT

2025 Meeting Dates (all at 2:30 P.M.)

January 9, 2025

March 13, 2025

May 8, 2025

July 10, 2025

September 11, 2025

November 13, 2025 (2026 Budget Hearings)