

NOTICE OF JOINT SPECIAL MEETING & AGENDA

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

*Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Health and Environment, and the threat posed by the COVID-19 coronavirus, this meeting will be held via teleconferencing and can be joined through the directions below:*

<https://zoom.us/j/98560883530?pwd=bnlJOXVBTjVMsnlhC9Kc3o2djE1Zz09>

Meeting ID: 985 6088 3530

Password: 575811

Call-in Number: 1-669-900-9128

Thursday, November 12, 2020

2:30 P.M.

**SRS Authority Board**

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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:

Howard Johnson	Alternate Designee for District No. 2
Jan Taylor	Alternate Designee for District No. 3
Robert Childs	Alternate Designee for District No. 4

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**Board of Directors District No. 2**

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Howard Johnson, President	Term Expires May 2022
Jason Inzer, Secretary/Treasurer	Term Expires May 2022
VACANCY	Term Expires May 2022
VACANCY	Term Expires May 2023
VACANCY	Term Expires May 2023

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**Board of Directors District No. 3**

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James Quarles, President	Term Expires May 2022
Jan Taylor, Secretary/Treasurer	Term Expires May 2022
Jordan Rigberg, Assistant Secretary	Term Expires May 2022
VACANCY	Term Expires May 2023
VACANCY	Term Expires May 2023

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**Board of Directors District No. 4**

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Rodney A. Alpert, President	Term Expires May 2023
Carol Bransfield, Secretary/Treasurer	Term Expires May 2023
Marie B. Hensler, Assistant Secretary	Term Expires May 2022
Robert Childs, Assistant Secretary	Term Expires May 2022
Robin Childs, Assistant Secretary	Term Expires May 2022

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**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. **Enclosures included in electronic packets; hard copies available upon request.**)

a. District Nos. 2-4 Matters

- i. Approval of Board Meeting Minutes from September 10, 2020 Special Meeting (**enclosure**)
- ii. Acceptance of Unaudited Financial Statements as of September 30, 2020 (**to be distributed**)
- iii. Adoption of Resolution No. 2020-11-01: 2021 Joint Annual Administrative Matters (**enclosure**)
- iv. Approval of Engagement Letter with Wipfli LLP for 2020 Audit (District No. 4 (**to be distributed**))

b. Authority Matters

- i. Approval of Board Meeting Minutes from September 10, 2020 Special Meeting (**enclosed above**)
- ii. Ratification of Payment of Claims as of November 12, 2020 (\$150,715.70) (**enclosure**)
- iii. Approval of Payment of Additional Claims as of November 12, 2020 (\$\_\_\_\_\_) (**to be distributed, if any**)
- iv. Acceptance of Unaudited Financial Statements as of September 30, 2020 (**to be distributed**)
- v. Adoption of Resolution No. 2020-11-01: 2021 Joint Annual Administrative Matters (**enclosed above**)
- vi. Approval of Engagement Letter with Wipfli LLP for 2020 Audit (**to be distributed**)
- vii. Approval and Renewal of Consultant and Contractor Agreements for 2021 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):

1. WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, for General Counsel and Management Services
2. SpencerFane, LLP, for Special Counsel Services
3. Metropolitan District Public Safety Group, LLC for Security Services
4. Simmons & Wheeler, P.C. for Accounting Services
5. MMI Water Engineers, LLC for Engineering Services (updated fees for 2021)
6. Keesen Landscape Management, Inc., for Landscape Maintenance Services (updated scope and fee for 2021)
7. Front Range Recreation, Inc. for Pool and Clubhouse Management Services
8. @ Yur Service, LLC for Handyman Services (updated fees for 2021)
9. Home Service Group, Inc. for Clubhouse Cleaning Services
10. Key-Rite Security Lock & Safe, Inc. for Security System and Monitoring Services
11. Horticultural Specialists, Inc. for Tree Maintenance, Mosquito Control, and Winter Watering Services (updated scope and fee for 2021)
12. Verizon Wireless for Security Monitoring Services

13. The Electrician, Inc., for Outdoor Lighting Repair and Installation Services
  14. Diversified Underground, Inc. for Utility Locating Services
  15. Water Services Company d/b/a Backflow Tech, Inc. for Backflow Testing and Repair Services
  16. Gotcha Recovery Services LLC for Towing Services
  - viii. Ratification of Cost Allocation and Reimbursement Agreement by and between the Authority and DRM Construction, LLC d/b/a Montano Homes for Pond H-11(E) Cleanup (**enclosure**)
4. **ENGINEER'S MATTERS (Enclosure – Engineer's Report)**
- a. Detention Ponds
    - i. Update on Pond I-7 Underdrain Discharge Relocation
    - ii. Update on Pond H-11(E) Clean Out and Maintenance
  - b. Presentations by My Asset Map and GeoLens on GIS Based Mapping Concept - to begin at 2:45 p.m.
  - c. Update on Sidewalk at S. Liverpool Street and E. Saddle Rock Lane
5. **FINANCIAL MATTERS**
- a. Consider Approval of Set Up and Use of Bill.com to Process Invoices
  - b. 2020 Budget Amendment Hearings
    - i. Conduct Public Hearing on 2020 Budget Amendment and Consider Adoption of Resolution No. 2020-11-02: 2020 Budget Amendment (District No. 2) (**enclosure**)
    - ii. Conduct Public Hearing on 2020 Budget Amendment and Consider Adoption of Resolution No. 2020-11-03: 2020 Budget Amendment (District No. 3) (**enclosure**)
    - iii. Conduct Public Hearing on 2020 Budget Amendment and Consider Adoption of Resolution No. 2020-11-04: 2020 Budget Amendment (District No. 4) (**enclosure**)
  - c. 2021 Budget Hearings
    - i. Conduct Public Hearing on 2021 Budget and Consider Adoption of Resolution No. 2020-11-05: Adopting Budget and Appropriating Funds (Authority) (**enclosure**)
      - (a.) Consider Approval of Proposals from Front Range Recreation, Inc. for Pool Re-Plastering and Pool Lighting (**enclosures**)
    - ii. Conduct Public Hearing on 2021 Budget and Consider Adoption of Resolution No. 2020-11-06: Adopting Budget, Imposing Mill Levy and Appropriating Funds (District No. 2) (**enclosure**)
    - iii. Conduct Public Hearing on 2021 Budget and Consider Adoption of Resolution No. 2020-11-07: Adopting Budget, Imposing Mill Levy and Appropriating Funds (District No. 3) (**enclosure**)
    - iv. Conduct Public Hearing on 2021 Budget and Consider Adoption of Resolution No. 2020-11-08: Adopting Budget, Imposing Mill Levy and Appropriating Funds (District No. 4) (**enclosure**)
6. **DISTRICT MANAGER MATTERS (Enclosure - Management Report)**
- a. Discuss Clubhouse Closure
  - b. Discuss Clubhouse Rental Fees for Conservatory Metropolitan District
  - c. Consider Approval of Independent Contractor Agreement with Playground Safety Solutions, LLC for Routine Playground Inspections (**enclosure**)
7. **SAFETY AND SECURITY COMMITTEE MATTERS**
- a. General Update
  - b. Neighborhood Watch Update

- c. Status of Security Camera Operations
- d. Update on Installation of Solar Lights at Ottawa Park

**8. DIRECTORS' MATTERS**

- a.

**9. LEGAL MATTERS**

- a. Update on Collections Matters

**10. OTHER BUSINESS**

- a. Next Regular Meeting – January 14, 2021 at 2:30 P.M.

**11. ADJOURNMENT**

**2021 Meeting Dates (at 2:30 P.M.)**

**January 14, 2021**

**March 11, 2021**

**May 13, 2021**

**July 8, 2021**

**September 9, 2021**

**November 11, 2021 (2022 Budget Hearings)**