

# VISTA RIDGE METROPOLITAN DISTRICT

405 Urban Street, Suite 310  
Lakewood, CO 80228  
Tel: 720-213-6621

## NOTICE OF A REGULAR MEETING AND AGENDA

<u>Board of Directors:</u>	<u>Office:</u>	<u>Term/Expires:</u>
Michael Lund	President	2027/May 2027
John Z. Ocwieja	Treasurer	2027/May 2027
Valerie Swanson	Asst. Secretary	2025/May 2025
Scott Wood	Asst. Secretary	2025/May 2025
Todd Sargent	Asst. Secretary	2027/May 2027

DATE: October 24, 2024

TIME: 5:30 P.M.

PLACE: Vista Ridge Community Center  
2750 Vista Pkwy  
Erie, CO 80516

### I. ADMINISTRATIVE MATTERS

A. Call to Order, Disclosures of Potential Conflicts of Interest, if any.

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B. Approve Agenda, confirm quorum and posting of meeting notices.

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C. Review and approve Minutes of the September 26, 2024 Special Meeting (enclosure).

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D. Consider approval of 2025 Annual Administrative Resolution (enclosure).

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1. Discuss business to be conducted in 2025 and location of meetings. Consider Regular Meeting dates for 2025 (suggested dates are the 4th Thursday in January, March, April, May, June, August, and October, 2024 at 5:30 p.m. at 2750 Vista Parkway, Erie CO 80516).

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E. Discuss §32-1-809, C.R.S., Transparency Notice reporting requirements and mode of eligible elector notification (2025 SDA Website).

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- F. Discuss and authorize renewal of District’s insurance and Special District Association membership for 2025.
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1. Approval of Renewal of Property and Liability Schedule and Limits, Workers Compensation Coverage, and SDA Membership for 2025.
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- G. Consider scheduling the 2025 Annual Meeting.
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- H. Review and consider approval of Addendum to the Management Services Agreement with Public Alliance LLC for management services (enclosure).
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- I. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

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## II. FINANCIAL MATTERS

- A. Review and ratify the approval of the payment of claims for the period ending October 11, 2024, in the amount of \$732,611.26 (enclosure).
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- B. Review and accept the schedule of cash position through the period ending June 30, 2024 and the Property Taxes Reconciliation (enclosure).
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- C. Consider engagement of Schilling & Company, Inc. for preparation of 2024 Audit in the amount of \$\_\_\_\_\_ (to be distributed).
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- D. Conduct Public Hearing to consider Amendment to 2024 Budget (if necessary) and consider adoption of Resolution to Amend the 2024 Budget and Appropriate Expenditures.
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- E. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Set Mill Levies (enclosures – Resolutions and draft budget).
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- F. Review and consider approval of CliftonLarsonAllen LLP 2025 Statements of Work (enclosure).
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### III. LEGAL MATTERS

- A. Discuss May 6, 2025 Regular Director Election and consider adoption of Resolution Calling a Regular Election for Directors on May 6, 2025, appointing the Designated Election Official (“DEO”), and authorizing the DEO to perform all tasks required for the conduct of mail ballot election (enclosure). Self-Nomination forms are due by February 28, 2025. Discuss the need for ballot issues and/or questions.
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- B. Discuss recent court summons.
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- C. Update on acceptance of certain Landscaping Tracts from the Town of Erie via Quit Claim Deed.
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- D. Integrated Water Facilities Common Use Agreement – Update re Cost Sharing between District and Colorado National Golf Course.
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- E. Update on discussion with Colorado National Golf Course regarding landscaping responsibilities and consider approval of agreement to perform maintenance on property owned by Colorado National Golf Course (enclosure).
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- F. Other Updates:
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### IV. OPERATIONS AND MAINTENANCE MATTERS

- A. Landscaping Update from Environmental Designs, LLC (to be distributed).
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- 1. Acknowledge the License Agreement for Staging Area between Vista Ridge Development Corporation and Environmental Designs, LLC (enclosure).
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2. Review and consider approval of proposal from Environmental Designs, LLC for tree removal and stump grinding, in the amount of \$4,461 (enclosure).
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3. Review and consider approval of Snow Services Agreement between the District and Environmental Designs LLC for snow removal services (enclosure).
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- B. Review and consider approval of proposal from Masterful Masonry to replace a monument on Reserve Street, in the amount of \$2,913.10 (enclosure).
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- C. Ratify approval of proposal from Amazing Painting to stain three-rail fence along Mountain View and Vista Parkway East side run, in the amount of \$25,280 (enclosure).
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- D. Review and consider approval of proposal from Precision Pumping Systems for temporary storage unit of new pump, in the amount of \$327 (enclosure).
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- E. Review and consider approval of proposal from Colorado Lighting, Inc. for evening inspections of the monument lighting, in the amount of \$35 per month (enclosure).
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- F. Review and consider approval of proposal from LDUBS Lights LLC, Lyle Weisbeck for installation of holiday lighting at main entrances (enclosure).
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- G. Review Manager's Report (enclosure).
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V. CAPITAL PROJECTS

- A. \_\_\_\_\_

VI. OTHER MATTERS

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VII. ADJOURNMENT **THE NEXT SCHEDULED SPECIAL MEETING IS NOVEMBER 14, 2024.**