

## RECORD OF PROCEEDINGS

---

---

### MINUTES OF THE REGULAR MEETING OF SOUTHSHORE METROPOLITAN DISTRICT

HELD JUNE 11, 2024

A Regular Meeting of the Board of Directors of the Southshore Metropolitan District was held on June 11, 2024 at 6:00 p.m. The Meeting was held by virtual attendance on Zoom at <https://us02web.zoom.us/j/82121292177> (669) 900-9128 or (346) 248-7799 or (646) 558-8656 or (253) 215-8782 or (301) 715-8592 or (312) 626-6799

ATTENDANCE

Directors in Attendance were:

Ryan Zent, President  
Kevin Stadler, Vice President/Secretary/Treasurer  
Kevin Chan, Vice President/Assistant Secretary/Treasurer  
Jeff Bergeon, Vice President/Assistant Secretary/Treasurer  
Colette Palmer, Vice President/Assistant Secretary/Treasurer

---

Absent (excused):

None.

---

Also in Attendance were:

David A. Greher of CEGR Law (“CEGR”)  
Sarah H. Luetjen of CEGR  
Cathy Hamilton of Simmons & Wheeler  
Michele Rittgers of The Management Trust (“MT”)  
Hernan Buenfil of MT  
Angel Duran of MT  
Jennifer Cornthwaite of MT  
Doug Richter of Earnweald  
Randy Cox of Cox Landscaping  
Greg Banks of Norris Design  
Various members of the public

---

CONFLICTS OF  
INTEREST

Mr. Greher noted that none of the Directors have advised of any potential current conflict of interest for this meeting.

---

NOTICE

Mr. Greher stated that Notice had been properly posted at least 24 hours prior to the meeting on the District’s website. Mr. Greher confirmed that such Notice was also placed at the entrance of the Lakehouse, Lighthouse at least 24 hours in advance and sent to the City of Aurora Clerk at least three days in advance. The certification of posting is attached hereto. The notice also included the agenda items.

---

CONSENT  
AGENDA

May 14, 2024 Regular Meeting Minutes

Director Stadler requested certain modifications be made to the draft minutes to reflect the cleaning of the Lakehouse and Lighthouse.

Resolution Adopting a Website Accessibility Plan and Policy

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the Consent Agenda, noting that the May 14, 2024 Regular Meeting Minutes were approved as revised.

---

MANAGEMENT  
REPORT

Ms. Duran discussed various matters related to the Management Trust’s operation of the Lakehouse and Lighthouse

Norris Design proposal (Southshore Filing 16): Greg Banks of Norris Design presented the proposal regarding improvement and erosion mitigation within Southshore Filing 16. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Norris Design.

Construction Observation Services: Mr. Banks and Director Stadler discussed construction observation and the possible recommendation of review for 2024. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the fee schedule for construction observation services.

Vandre Electric & Refrigeration (“Vandre Electric”) proposal (security cameras): Ms. Duran discussed the proposal from Vandre Electric to install ten openings for the installation of security cameras. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Vandre Electric.

Vandre Electric proposal (monument and pond lighting): Ms. Duran discussed the proposal from Vandre Electric to conduct electrical work at the monument and pond. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Vandre Electric.

Vandre Electric proposal (underground wiring – sprinkler timer): Ms. Duran discussed the proposal from Vandre Electric to troubleshoot issues with the underground wiring for the sprinkler timer. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Vandre Electric.

Management Trust request for Utility Vehicle: Ms. Duran discussed the possible use of a utility vehicle for travel within the District. Director Stadler discussed the pricing and storage of a vehicle. The Board asked Ms. Duran to research additional options and come back to the Board with a new proposal. No action was taken.

Cox Landscaping proposal regarding removal of community signage: Ms. Duran discussed the removal and disposal of District signage. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Cox Landscaping in a total amount not to exceed \$6,000.

Quality Fireplace Solutions proposal (exterior fireplace repair): Ms. Duran discussed the repairs needed to the exterior fireplace. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Quality Fireplace Solutions in a total amount not to exceed \$2,000.

Custom Fence & Supply proposal (installation of ornamental steel fence): Ms. Duran discussed the installation of a fence to enclose the Lakehouse's HVAC system. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Custom Fence & Supply.

System4 of Central Colorado proposal and Services Agreement (Lakehouse restroom maintenance): Ms. Duran discussed the maintenance of the Lakehouse restrooms within the pool area. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved System4's Services Agreement in a monthly amount not to exceed \$575.

Facilities staffing costs: Tabled.

MDPS, LLC proposal (Boathouse skylight): Ms. Duran discussed repairs needed to the Boathouse skylight. Following discussion and upon motion

duly made, seconded and unanimously carried, the Board approved the proposal from MDPS, LLC.

---

LANDSCAPING  
REPORT

Mr. Cox discussed various landscaping matters. Director Chan discussed the idea of reintroducing fish into Senac Pond.

Plant health care plan proposal: Mr. Cox discussed the health of the landscaping within the District, noting that tree spraying had not been done in the past but is recommended moving forward. He recommended that the trees be sprayed twice a year. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Cox Landscaping. The Board decided to address the deep root fertilization of shrubs, plants and trees at a later date.

Turf restoration proposal: Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Cox Landscaping.

Senac Pond irrigation restoration proposal: . Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Cox Landscaping.

Dog waste stations proposal: Mr. Cox informed the Board that they are conducting weekly checks of the dog park trash cans and waste stations and noted that they need repair and additional stations need to be installed. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Cox Landscaping.

Builder sign removal proposal: Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Cox Landscaping.

Regrading and reseeding proposal: Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Cox Landscaping.

Glasgow drainage proposal: Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Cox Landscaping.

Update on pathway lighting: Mr. Cox updated the Board on the status of pathway lighting. Mr. Cox will work Management Trust and come back to the Board with more information.

---

SAFETY AND  
SECURITY REPORT

Director Stadler informed the Board that the installation of the security systems at the Lakehouse is on hold pending the completion of electrical work.

License plate recognition: Director Stadler noted that there will be two separate license plate recognition cameras. He will report back to the Board once there is more information on the progress.

MDPSG proposal (security barrier installation): Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from MDPSG.

---

CONSTRUCTION  
AND ENGINEERING  
REPORT

Maintenance and underdrain: Tabled.

Sports Court design presentation: Mr. Banks presented the Sports Court details with the Board and the Board then discussed various potential locations. The facilities committee plans to form a sub-committee to address the project. No action was taken.

---

PUBLIC COMMENT

Kirsten Miller wanted to thank Jennifer Cornthwaite with MT for her work in the community.

---

DISTRICT  
COMMITTEES  
UPDATE

Finance Committee: Nothing to report.

Facilities Committee: Director Bergeon discussed various matters related to the Lighthouse such as the pool area and the surrounding gates.

Landscaping Committee: The committee had nothing to note beyond Mr. Cox's report.

Communications Committee: The committee had nothing to report.

---

ACCOUNTANT'S  
REPORT

Ms. Hamilton presented a list of checks to ratify and invoices to be approved.

Following discussion and upon motion duly made, seconded and unanimously carried, the Board (a) ratified approval the April 30, 2024 financials; (b) approved and confirmed the disbursements as presented and (b) approved the claims.

Status of the 2023 audit: Ms. Hamilton stated that the 2023 audit was in process.

---

PUBLIC HEARING  
ON INCLUSION

Mr. Greher then opened the public hearings regarding the Petitions for Inclusion into the District, submitted by Liangyn Guo and Michael and Elizabeth Stahlberg, respectively. Following discussion, the combined hearings were closed. Upon motion duly made, seconded and unanimously carried, the Board approved such Petitions as submitted and approved the Order for Inclusion of Real Property.

---

FLOCK  
SUBSCRIPTION

Ms. Wheeler noted that she had not yet received the invoice for the subscription renewal. No action was taken.

---

OTHER  
CONTRACTS

Ms. Duran and the Board discussed the need for a pest control contract was needed. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the contract from Proof Pest Control .

---

EXECUTIVE  
SESSION

The Board moved that the Regular meeting of the Board be temporarily adjourned and that the Board reconvene in Executive Session pursuant to Section 24-6-402(4)(b), C.R.S., to confer with District Counsel to obtain legal advice regarding Code of Conduct and other policies and procedures regarding District facilities and operations, and health, safety and welfare; proposed agreements with Southshore Master Association, Inc.; District boundaries; District notices; and proposed Quitclaim Deed from Southshore Recovery Acquisition, LLC (“SSRA”), and related matters. The Board temporarily left the Regular meeting at 8:25 p.m. and reconvened in Executive Session.

The Board concluded the Executive Session and reconvened in regular session at 9:48 p.m.

---

ACTION ON  
MATTERS  
DISCUSSED IN  
EXECUTIVE  
SESSION

Code of Conduct: Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the District's Code of Conduct as revised.

SSRA Quitclaim Deed: Mr. Greher discussed the Quitclaim Deed to transfer properties owned by SSRA to the District. Following discussion, upon a motion duly made, seconded and unanimously carried, the Board approved the Quitclaim Deed subject to confirmation by legal counsel.

Photography Release: Following discussion, upon a motion duly made, seconded and unanimously carried, the Board approved the form photography release and pending request.

---

OTHER MATTERS

None.

---

ADJOURNMENT

There being no other matters to come before the Board, the meeting was adjourned.

Respectively submitted,



---

Sarah H. Luetjen, Secretary for the meeting

APPROVED

Signed by:

*Ryan Zent*

4A5948360D8841B...  
Ryan Zent

Signed by:

*Kevin Stadler*

0EBB78C14865405...  
Kevin Stadler

Signed by:

*Kevin Chan*

D9E0AC7612CA467...  
Kevin Chan

Signed by:

*Colette Palmer*

9CCEADE9E41646C...  
Colette Palmer

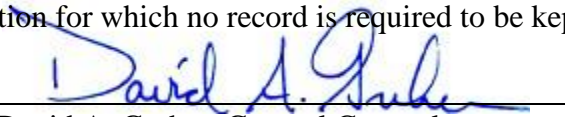
Signed by:

*Jeff Bergeon*

3A97A351C24461...  
Jeff Bergeon



Pursuant to Section 24-6-402(2)(d.5)(I)(B), C.R.S., I hereby attest that I am the attorney of the District, that I was in attendance during the Executive Session of the Board of the District convened on June 11, 2024, and that the discussion during the Executive Session constituted a privileged attorney-client communication for which no record is required to be kept by law.

  
\_\_\_\_\_  
David A. Greher, General Counsel