

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF SOUTHSHORE METROPOLITAN DISTRICT HELD MAY 14, 2025

A Regular Meeting of the Board of Directors of the Southshore Metropolitan District was held on May 14, 2025 at 6:00 p.m. by Zoom video/telephone conference. The meeting was open to the public.

ATTENDANCE

Directors Present:

Ryan Zent, President
Kevin Stadler, Vice President/Secretary/Treasurer
Jeffrey Bergeon, Vice President/Assistant Secretary/Treasurer
Kevin Chan, Vice President/Assistant Secretary/Treasurer
Nancy Wurzman, Vice President/Assistant Secretary/Treasurer

Also Present:

AJ Beckman and Nichole Kirkpatrick; Public Alliance LLC
Glory Schmidt, Esq.; Cockrel Ela Glesne Greher & Ruhland, P.C.
Hernan Buenfil, Fernando Chavez; The Management Trust
Randy Cox; Cox Professional Landscape Services, LLC
Andy Carroll; Metropolitan District Public Safety Group
Carol Kopecky; Member of the Public

CONFLICTS OF INTEREST

Attorney Schmidt noted that none of the Directors have advised of any potential conflict of interest for this meeting.

NOTICE

Mr. Beckman stated that Notice had been properly posted at least 24 hours prior to the meeting on the District's website. Mr. Beckman 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.

CONSIDER AGENDA

Following discussion, upon motion duly made by Director Chan, seconded by Director Bergeon and, upon vote, unanimously carried, the agenda was approved.

MAY 2025 ELECTION

Election Results: The Board entered into discussion regarding the results of the May 2025 election.

Oaths of Office of Newly Elected Directors: It was noted that all Oaths of Office have been executed and filed.

Elect Officers: Following discussion and review, upon a motion duly made by Director Stadler, seconded by Director Bergeon and, upon vote unanimously carried, the Board elected the following slate of officers:

President:	Ryan Zent,
Vice President/Secretary/Treasurer :	Kevin Stadler,
Vice President/Assistant Secretary/Treasurer:	Jeffrey Bergeon,
Vice President/Assistant Secretary/Treasurer:	Kevin Chan,
Vice President/Assistant Secretary/Treasurer:	Nancy Wurzman,

ACCOUNTANT'S REPORT

Unaudited Financial Statements and Claims: Ms. Kirkpatrick reviewed with the Board the unaudited financial statements, for the period ending March 31, 2025.

Following discussion, upon motion duly made by Director Stadler, seconded by Bergeon and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending March 31, 2025.

Ms. Kirkpatrick presented for the Board's consideration the payment of claims for the period from April 8, 2025 through May 12, 2025, in the amount of \$485,514.34.

Following review, upon a motion duly made by Director Stadler, seconded by Director Bergeon and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period from April 8, 2025 through May 12, 2025, in the amount of \$485,514.34.

2024 Audit: The Board entered into discussion regarding the status of the 2024. It was noted that a response from the auditor has not been received.

DISTRICT COMMITTEES UPDATE

Appointments: The Board reviewed an application submitted by Aarin McKeel expressing interest in serving on the Communications Committee.

Following review, upon a motion duly made by Director Zent, seconded by Director Stadler and, upon vote, unanimously carried, the Board appointed Aarin McKeel to the Communications Committee.

Director Stadler reported that the Communications Committee will hold three meetings.

Finance Committee: The Board received the Finance Committee report and reviewed the recommendations for the Consent Agenda. Director Wurzman was appointed to serve as the Board liaison to the Finance Committee.

Following discussion, upon motion duly made by Director Stadler, seconded by Director Bergeon and, upon vote, unanimously carried, the Board approved the Finance Committee Report and Consent Agenda recommendations.

Facilities Committee: Director Bergeon provided the Facilities Committee report. Mr. Buenfil presented an overview of his roles and staff responsibilities. It was noted that Automated External Defibrillators (AEDs) have been stolen, and Ms. Kopecky requested that a communication be sent to the community reinforcing adherence to facility rules.

The Committee also noted the presence of a path forming around the Lakehouse that may require signage. Director Wurzman inquired about emergency equipment, and Ms. Kopecky confirmed that AEDs have been stolen in the past as well.

Director Wurzman inquired as to the indemnification included in the contract used by Front Range Recreation as it relates to oversight of private events at the swimming pools. Attorney Schmidt explained that the agreement between the District and Front Range Recreation includes protections for the District but she would review the specific indemnification language contained therein.

Director Chan asked for clarification regarding attire restrictions. Attorney Schmidt explained that such requirements can be addressed through revisions to the community's rules and regulations. He recommended that the Board review the rules and regulations at the next meeting.

Landscape Committee: Director Stadler reported that Cox Professional Landscape Services, LLC is moving forward with all previously approved proposals. The Committee elected Director Stadler to serve as the Board liaison.

Following discussion, upon motion duly made by Director Bergeon, seconded by Director Wurzman and, upon vote, unanimously carried, the Board approved the Landscape Committee report and Consent Agenda recommendations.

Communications Committee: Director Chan reported that an email survey indicated approximately 80% approval from respondents. The Committee is currently working on implementing a chatbot to answer basic community questions.

CONSENT
AGENDA

The following items were considered for approval or ratification by the Board without discussion on the Consent Agenda:

- (a) April 9, 2025 Regular Meeting Minutes.
- (b) Approve Revised Facilities Committee Charter
- (c) Public Alliance Report and Expenditures, Action Items
 - (i) Ratify Contact Form from Colorado Special Districts Property and Liability Pool naming AJ Beckman as District contact
 - (ii) Ratify proposal from JR Engineering for video inspection of the underdrain system
- (d) Management Trust Report and Expenditures, Action Items
 - (i) General Manager Report
 - (ii) Lifestyle Director Report
 - (iii) Facilities Manager Report
 - (iv) Review and consider approval of proposal from Cintas Corporation for fire sprinkler system maintenance, in the amount of \$4,337.
 - (v) Ratify approval of proposal from Thoutt Bros. Concrete Contractors Inc. for concrete work, in the amount of \$62,206.
 - (vi) Consider approval of proposal from Colorado Water Systems to replace four (4) meter gaskets, in the amount of \$950.
 - (vii) Consider approval of proposal from System 4 Facility Services Management for summer restroom cleaning at the Lakehouse, in the amount of \$600 each month.
- (e) Cox Landscaping Report and Expenditures, Action Items.
- (f) Metropolitan District Public Safety Group Report and Expenditures, Action Items
 - (i) Ratify Proposal for Fence Installation at pump station in the amount of \$18,500.

Following discussion and review, upon a motion duly made by Director Stadler, seconded by Director Wurzman and, upon vote unanimously carried, the Board approved the consent agenda. The following items were removed from the Consent Agenda for individual discussion and consideration.

- (a) Ratify approval of proposal from Fusion Signs and Design for banners.
 - (i) Director Stadler discussed the need to replace existing banners. The Board of Directors generally agreed that new banners should be purchased. Director Stadler will obtain a formal quote for consideration. No further action was taken by the Board.
- (b) Consider approval of Revised Pool Waiver.
 - (i) Director Stadler reviewed the Revised Pool Waiver with the Board. Following discussion and review, upon a motion duly made by Director Stadler, seconded by Director Chan and, upon vote

unanimously carried, the Board approved the Revised Pool Waiver.

- (c) Consider approval of proposal from Klein Computer Consultants LLC d/b/a Oyster Digital LLC for the conference room AV installation, in the amount of \$25,361.29.
 - (i) The Board considered a proposal from Klein Computer Consultants LLC d/b/a Oyster Digital LLC for conference room AV installation. Following discussion, the proposal was not approved, and no further action was taken at this time.
- (d) Consider approval of proposal from Denver Desks, Inc. for the installation of conference table, in the amount of \$1,645.98.
 - (i) The Board considered a proposal from Denver Desks, Inc. for installation of a conference table, in the amount of \$10,661.47. Following discussion, the proposal was not approved, and no further action was taken at this time.
- (e) Consider approval of proposal from RTC Restoration & Renovation for deck repair work, in the amount of \$10,661.47.
 - (i) The Board considered a proposal from RTC Restratement & Renovation for deck repair work, in the amount of \$10,661.47. Mr. Buenfil and Mr. Chavez discussed recent changes in pricing provided by the contractor.

Following discussion and review, upon a motion duly made by Director Stadler, seconded by Director Bergeon and, upon vote unanimously carried, the Board approved the proposal from RTC Restoration & Renovation for deck repair work, including a \$10,000 contingency buffer. Mr. Buenfil and Mr. Chavez were authorized to work with a Board Director to approve any expenses exceeding the quoted amount. The Board also rescinded the prior approval granted at the April meeting related to this work. Additionally, staff was authorized to close rental facilities as necessary to accommodate construction activities.

- (f) Consider approval of proposal from Hulala Home for fourteen (14) Johannes Task Office Chairs, in the amount of \$2,659.86.
 - (i) The Board reviewed a proposal from Hulala Home for fourteen (14) Johannes Task Office Chairs, in the amount of \$2,659.86. Following discussion and review, the proposal was not approved and no further action was taken at this time.

**UPDATES AND
DECISION
ITEMS**

District Force Pooling Options: The Board entered into discussion regarding potential force pooling options available to the District and the possible engagement of special counsel.

Director Chun reported he has spoken with various attorneys to represent the District and will continue to explore options. Attorney Schmidt will provide recommendations to serve as special counsel. No further action was taken.

Modifications to Insurance Coverage: The Board entered into discussion regarding modifications to District insurance coverage. Mr. Beckman updated the Board on status of discussions with the insurance broker. The Board requested that Mr. Beckman work with Director Wurzman to further evaluate the District's insurance needs.

Proposal to Repurpose Second-Floor Library: Director Stadler presented recommendations for modifying the second-floor library room to serve as a boardroom. He recommended that the Facilities Committee conduct a detailed review of the proposal. Ms. Kopecky noted that the Committee is open to discussing the proposed changes.

There was general consensus among the Board to proceed with Facilities Committee review. No formal action was taken at this time.

Function Overview and Staffing Model from The Management Trust: The Board reviewed the Function Overview and proposed Staffing Model provided by The Management Trust. No action was taken at this time.

Canva Accounts: Director Chan discussed the potential use of Canva accounts to support social media content creation and management of brand assets. The proposed cost is \$300 per year per seat.

Following discussion, upon motion duly made by Director Stadler, seconded by Director Bergeon and, upon vote, unanimously carried, the Board approved the purchase of Canva accounts as presented.

LEGAL REPORT

There were no legal report to review at this time.

OTHER CONTRACTS

There were no other contracts to review at this time.

PUBLIC COMMENT

Ms. Kopecky inquired about how to access the current Rules and Regulations. Attorney Schmidt will send the document to Mr. Buenfil, who will then distribute it to Ms. Kopecky.

Ms. Kopecky also requested that Director Bergeon and Mr. Buenfil be contacted regarding the use of AirTags or similar devices for tracking items such as the recently stolen AED.

Director Wurzman asked for clarification on the liaison role for the Board. Director Stadler noted that the Board President serves as the liaison.

Director Wurzman also inquired about the relationship between Public Alliance and The Management Trust. Mr. Beckman provided clarification. Director Chan discussed the importance of maximizing the efficiency of the chatbot to allow staff to better focus their efforts on higher-level tasks.

**EXECUTIVE
SESSION**

The Board determined an Executive Session was not necessary at this time.

**ACTION ON
MATTERS
DISCUSSED IN
EXECUTIVE
SESSION**

No actions were necessary.

**OTHER
MATTERS**

There were no other matters to discuss.

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Stadler, seconded by Director Chun and, upon vote, unanimously carried, the meeting was adjourned.

Respectively submitted,

Kevin Stadler, Secretary


APPROVED

Ryan Zent

Kevin Stadler

Signed by:


C9E325A4882C4473...
Jeff Bergeon

Signed by:


F3A6A04B35E04AE...
Kevin Chan

Nancy Wurzman