

## RECORD OF PROCEEDINGS

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### MINUTES OF THE REGULAR MEETING OF SOUTHSHORE METROPOLITAN DISTRICT HELD APRIL 9, 2025

A Regular Meeting of the Board of Directors of the Southshore Metropolitan District was held on April 9, 2025 at 6:30 p.m.<sup>1</sup> by Zoom video/telephone conference. The meeting was open to the public.

#### **ATTENDANCE**

##### **Directors Present:**

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

Following discussion, upon motion made by Director Stadler, seconded by Director Bergeon and, upon vote, unanimously carried, the absence of Director Palmer was excused.

##### **Also Present:**

AJ Beckman and Nichole Kirkpatrick; Public Alliance LLC  
David Greher, Esq.; Cockrel Ela Glesne Greher & Ruhland, P.C.  
Hernan Buenfil, Angel Duran, Jennifer Cornthwaite, and Chritina Gano (for a portion of the meeting); The Management Trust  
Randy Cox; Cox Professional Landscape Services, LLC  
Andy Carroll; Metropolitan District Public Safety Group  
Angela Kim and Margie Ryan; Members of the Public

#### **CONFLICTS OF INTEREST**

Attorney Greher 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 Stadler, seconded by Director Bergeon and, upon vote, unanimously carried, the agenda was approved, as amended.

## **ACCOUNTANT'S REPORT**

Ms. Kirkpatrick reviewed with the Board the unaudited financial statements, for the period ending February 28, 2025.

Following discussion, upon motion duly made by Director Stadler, seconded by Chan and, upon vote, unanimously carried, the Board accepted the unaudited financial statements for the period ending February 28, 2025.

Ms. Kirkpatrick presented for the Board's consideration the payment of claims for the period from March 8, 2025 through April 7, 2025, in the amount of \$586,626.20.

Following review, upon a motion duly made by Director Stadler, seconded by Director Chan and, upon vote, unanimously carried, the Board ratified approval of the payment of claims for the period from March 8, 2025 through April 7, 2025, in the amount of \$586,626.20.

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## **DISTRICT COMMITTEES UPDATE**

**Appointments:** The Board reviewed an application submitted by David Fairclough expressing interest in serving on the Landscape Committee.

Following review, upon a motion duly made by Director Stadler, seconded by Director Chan and, upon vote, unanimously carried, the Board appointed David Fairclough to the Landscape Committee.

The Board reviewed an application submitted by Margie Ryan expressing interest in serving on the Facilities Committee.

Following review, upon a motion duly made by Director Stadler, seconded by Director Chan and, upon vote, unanimously carried, the Board appointed Margie Ryan to the Facilities Committee.

**Finance Committee:** Director Stadler advised the Board that the Finance Committee is in the process of scheduling its meetings for the year.

**Facilities Committee:** Ms. Duran provided an update on upcoming projects and reported on the status of the firepit, fence repairs, water heaters for the pool, and the decking project. She noted that the Committee has reviewed color options for decking material and made its color selection. She will provide updates to both the Board and the Committee regarding the installation timeline. Ms. Duran further noted that the installation of security cameras is being scheduled

Ms. Ryan reported that the Committee recommends waivers be made available for residents at both the Lakehouse and the Lighthouse. Mr. Buenfil discussed the process for obtaining resident waivers. Ms. Ryan also discussed recent graffiti to Lakehouse property. Director Stadler noted that it has been removed. Ms. Ryan reported that the Committee recommends video

inspections to document the condition of facilities following private events and further reported that the Committee is exploring community engagement opportunities and options to increase shared use of amenities. Ms. Cornthwaite noted that staff is considering requesting additional waiver forms to be signed this year.

## **CONSENT** **AGENDA**

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

- (a) March 12, 2025 Regular Meeting Minutes.
- (b) Public Alliance Report and Expenditures, Action Items
  - (i) Management Trust Report
  - (ii) General Manager Report
  - (iii) Lifestyle Director Report
  - (iv) Facilities Manager Report
  - (v) Proposal from Vandre Electric and Refrigeration for light fixture repair, in the amount of \$895.
  - (vi) Proposal from Gettysburg Flag Works for 20 Light Pole Sets, in the amount of \$1,660.41.
  - (vii) Proposal from Kerwin Plumbing, Heating, and Cooling to install new faucet, in the amount of \$1,460.
  - (viii) Proposal from American Mechanical Services for replacement of fan motor in HVAC Rooftop Unit in the amount of \$1,590.
  - (ix) Proposal from Data Destruction Inc. for 3 hours of paper shredding services, in the amount of \$1,600.
  - (x) Proposal from Materra Waterscapes to install an Advanced Oxidation Process (“AOP”), for Southshore Sail Water Feature, in the amount of \$6,707.35 per visit.
  - (xi) Proposal from Materra Waterscapes for Southshore Sail Water Feature maintenance, in the amount of \$275 per visit.
- (c) Cox Landscaping Report and Expenditures
  - (i) Proposal 43045 from Cox Professional Landscape Services LLC to remove dead plant material, tree stakes and wire, in the amount of \$22,200.
  - (ii) Proposal 44500 from Cox Professional Landscape Services LLC for installation of 13 cottonwood trees, in the amount of \$13,500.
  - (iii) Proposal 43684 from Cox Professional Landscape Services LLC for drainage improvements at Spinnaker Park, in the amount of \$7,398.
  - (iv) Proposal 44512 from Cox Professional Landscape Services LLC for tree replacement at Southshore Parkway and Costilla, in the amount of \$1,450.
  - (v) Proposal 44477 from Cox Professional Landscape Services LLC for emergency tree clean up, in the amount of \$2,640.
- (d) Metropolitan District Public Safety Group Report

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 consent agenda, as amended. The following items were removed from the Consent Agenda.

- (i) Proposal for truck branding.
- (ii) Contact Form from Colorado Special Districts Property and Liability Pool naming AJ Beckman as District contact.

## **UPDATES AND DECISION ITEMS**

**District Force Pooling Options:** Director Chan noted that he will seek Special Counsel to assist with this matter.

**Modifications to Insurance Coverages:** Mr. Beckman reported that he is working with the District's insurance broker to review the current property and liability coverage in hopes of reducing the annual premium.

**Mailbox Lights:** The Board entered into discussion regarding the installation of lights at mailbox locations. Director Stadler reported that Mr. Carroll recommended the addition of ten (10) lights.

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 purchase of ten (10) mailbox lights, in the amount of \$1,350.

### **JR Engineering Report and Expenditures, Action Items:**

**Underdrain Maintenance and Construction:** Director Stadler reported that there is no update at this time.

**Proposals for Pond Maintenance from Cox Landscaping, LLC, Clearwater Property & Resource Management and Consolidated Divisions, Inc. d/b/a CDI:** Ms. Duran reviewed with the Board proposals for pond, maintenance from Cox Landscaping, LLC in the amount of \$79,680, Clearwater Property & Resource Management in the amount of \$94,125 and Consolidated Divisions, Inc. d/b/a CDI in the amount of \$79,615. Ms. Duran recommended awarding the contract to Cox Landscaping, LLC.

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 for pond maintenance from Cox Landscaping, LLC, in the amount of \$79,680.

**Dog Park Improvements:** The Board reviewed proposals for concrete improvements at the dog park. It was noted that Mr. Richter recommended proceeding with the concrete work as soon as possible.

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 Thoutt Bros. Concrete Contractors Inc. for concrete work, in the amount of \$62,206.

**Fencing Proposal From MDPS, LLC:** Ms. Duran reviewed the proposal to add metal fencing around the pump station adjacent to the reservoir.

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 to install fencing around the pump station in the amount of \$18,500.

**Function Overview and the Staffing Model from The Management Trust:** It was noted this item was moved to the last item on the agenda. Ms. Gano joined the meeting for this discussion.

Ms. Gano reviewed with the Board the Function Overview and Staffing Model provided by The Management Trust. Director Stadler and the Board discussed potential modifications to staffing in order to adjust coverage at the Lakehouse to comport with usage. Ms. Gano will revise the proposed staffing plan with additional coverage options and circulate it for further comment.

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#### **LEGAL REPORT**

There was no legal report at this time.

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#### **OTHER CONTRACTS**

There were no other contracts to review at this time.

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#### **PUBLIC COMMENT**

Ms. Kim informed the Board of recent vandalism to the playground equipment. Director Chan noted that the issue had already been addressed and resolved.

Director Bergeon reported that some of the instructors have complained of not being paid in a timely manner. Ms. Kirkpatrick noted that she is working through numerous issues with the District's Accounting. Payments to all vendors, including instructors, should be timely going forward.

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#### **EXECUTIVE SESSION**

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

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**ACTION ON  
MATTERS  
DISCUSSED IN  
EXECUTIVE  
SESSION**

No actions were necessary.

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**OTHER  
MATTERS**

Following discussion and review, upon a motion duly made by Director Stadler, seconded by Director Zent and, upon vote unanimously carried, the Board approved the Function Overview and the Staffing Model from The Management Trust, as amended.

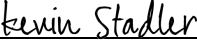
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**ADJOURNMENT**


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

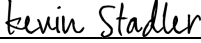
Respectively submitted,


Signed by:


  
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Kevin Stadler, Secretary

APPROVED

Signed by:  
  
Ryan Zent

Signed by:  
  
Kevin Stadler

Signed by:  
  
Jeff Bergen

Signed by:  
  
Kevin Chan