

**AGENDA OF THE
REGULAR MEETING OF
SOUTHSHORE METROPOLITAN DISTRICT**

Time: Monday, October 8, 2024, 6:00 p.m.

Location: This meeting will be held via Zoom and may be joined using the following link:

<https://us02web.zoom.us/j/83642455537>

Or join by phone:

(719) 359-4580

Webinar ID: 836 4245 5537

Ryan Zent, President	May 2027
Kevin Stadler, Vice President/Secretary/Treasurer	May 2027
Jeffrey Bergeon, Vice President/Assistant Secretary/Treasurer	May 2027
Kevin Chan, Vice President/Assistant Secretary/Treasurer	May 2025
Colette Palmer, Vice President/Assistant Secretary/Treasurer	May 2025

AGENDA

1. Disclosures of any potential conflicts of interest.
2. Consideration of Agenda.
3. Accountant's Report.
 - (a) Review of August 31, 2024 financials and claims payable.
4. District Committees.
 - (a) Approve and/or ratify appointment of Committee members, if necessary.
 - (b) Finance Committee Report and Consent Agenda recommendations.
 - (c) Facilities Committee Report and Consent Agenda recommendations.
 - (d) Landscape Committee Report and Consent Agenda recommendations.
 - (e) Communications Committee Report and Consent Agenda recommendations.
5. Consent Agenda.
 - (a) July 9, 2024 Regular Meeting Minutes
 - (b) August 13, 2024 Regular Meeting Minutes
 - (c) September 16, 2024 Special Meeting Minutes.
 - (d) Management Trust Report and Expenditures, Action Items:

- (i) Approval of Vandre Electric proposal – second timer circuitry in the amount of \$1,398.00
 - (ii) Approval of Smart Stop Self-Storage proposal – pool furniture storage in the amount of \$276.00 per month.
- (e) Cox Landscaping Report and Expenditures, Action Items (if necessary)
 - (i) Approval of Cox Landscaping proposal #43592 – repair low voltage wiring (Lakehouse).
- (f) Metropolitan District Public Safety Group Report and Expenditures, Action Items (if necessary)
- (g) Earnweald Report and Expenditures, Action Items (if necessary)
- (h) JR Engineering Report and Expenditures, Action Items:
 - (i) Pond Maintenance Update.
 - (ii) Underdrain maintenance construction update.
- 6. Legal Report, Action Items:
 - (a) Revised May 13, 2024 Board Minutes. The minutes as previously approved contained a typo; the revised minutes clarify that the District’s Bond rating has been upgraded from BAA2 to BAA1.
 - (b) Discuss Management Trust proposal regarding District’s property and liability insurance risk management.
 - (c) Discuss District website compliance and consider hiring contractor.
- 7. Public Comment. *Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three minutes per person and the public comment portion of this meeting will not exceed 30 minutes. The Board is not required to respond to or discuss public comments. No action will be taken at this Meeting on public comments unless on this Agenda.*
- 8. Other Contracts for Approval, if necessary.
- 9. Discuss District force pooling options and consider possible engagement of special counsel.
- 10. Executive Session under Section 24-6-402(4)(b), C.R.S., to confer with District Counsel to obtain legal advice regarding revenue and budget issues, including facilities expenses.
- 11. Possible action on matters discussed in Executive Session.
- 12. Any other matter that may come before the Board.

This meeting is open to the public.

SOUTHSHORE METROPOLITAN DISTRICT

By /s/ Ryan Zent
Ryan Zent, President

ITEM 3(A)**FINANCIALS AND CLAIMS PAYABLE**

Southshore Metropolitan District
Financial Statements

August 31, 2024

SIMMONS & WHEELER, P.C.

Certified Public Accountants

304 Inverness Way South, Suite 490, Englewood, CO 80112

(303) 689-0833

ACCOUNTANT'S COMPILATION REPORT

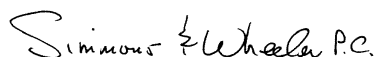
Board of Directors
Southshore Metropolitan District

Management is responsible for the accompanying financial statements of each major fund of Southshore Metropolitan District, as of and for the period ended August 31, 2024, which are comprised of the Balance Sheet and the related Statement of Revenues, Expenditures and Changes in Fund Balance – Budget and Actual – Governmental Funds and account groups for the eight months then ended in accordance with accounting principles generally accepted in the United States of America. We have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review Services promulgated by the Accounting and Review Services Committee of the AICPA. We did not audit or review the financial statements nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by management. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on these financial statements.

Management has elected to omit the Statement of Net Position, Statement of Activities, Management Discussion and Analysis and all of the disclosures required by accounting principles generally accepted in the United States of America. If the omitted disclosures were included in the financial statements, they might influence the user's conclusions about the District's financial position and results of operations. Accordingly, the financial statements are not designed for those who are not informed about such matters.

The Monthly Budget Comparisons are provided for additional analysis, we did not audit or review these additional statements, nor were we required to perform any procedures to verify the accuracy of these schedules.

We are not independent with respect to Southshore Metropolitan District because we performed certain accounting services that impaired our independence.



October 1, 2024
Englewood, Colorado

Southshore Metropolitan District
Balance Sheet - Governmental Funds and Account Groups
August 31, 2024

See Accountant's Compilation Report

	General Fund	Debt Service Fund	Capital Projects Fund	Account Groups	Total All Funds
Assets:					
Current assets					
Cash and investments	\$ 4,269,279	\$ -	\$ -	\$ -	\$ 4,269,279
Cash and investments - restricted	-	5,903,098	-	-	5,903,098
Cash with county treasurer	<u>49,555</u>	<u>6,054</u>	<u>-</u>	<u>-</u>	<u>55,609</u>
	<u>4,318,834</u>	<u>5,909,152</u>	<u>-</u>	<u>-</u>	<u>10,227,986</u>
Other assets					
Capital improvements	-	-	-	18,423,513	18,423,513
Amount available in debt service fund	-	-	-	5,909,152	5,909,152
Amount to be provided for retirement of debt	<u>-</u>	<u>-</u>	<u>-</u>	<u>51,620,848</u>	<u>51,620,848</u>
	<u>-</u>	<u>-</u>	<u>-</u>	<u>75,953,513</u>	<u>75,953,513</u>
	<u>\$ 4,318,834</u>	<u>\$ 5,909,152</u>	<u>\$ -</u>	<u>\$ 75,953,513</u>	<u>\$ 86,181,499</u>
Liabilities:					
Current liabilities					
Accounts payable	\$ 222,262	\$ -	\$ -	\$ -	\$ 222,262
	<u>222,262</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>222,262</u>
Bonds Payable - Series 2020A-1	-	-	-	25,575,000	25,575,000
Bonds Payable - Series 2020A-2	-	-	-	12,780,000	12,780,000
Bonds Payable - Series 2020B	<u>-</u>	<u>-</u>	<u>-</u>	<u>19,175,000</u>	<u>19,175,000</u>
Total liabilities	<u>222,262</u>	<u>-</u>	<u>-</u>	<u>57,530,000</u>	<u>57,752,262</u>
Fund Equity:					
Investment in capital improvements				18,423,513	18,423,513
Fund balance:					
Restricted:					
Emergencies	145,523	-	-	-	145,523
Debt service	-	5,909,152	-	-	5,909,152
Capital projects	-	-	-	-	-
Unrestricted	<u>3,951,049</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>3,951,049</u>
	<u>4,096,572</u>	<u>5,909,152</u>	<u>-</u>	<u>18,423,513</u>	<u>28,429,237</u>
	<u>\$ 4,318,834</u>	<u>\$ 5,909,152</u>	<u>\$ -</u>	<u>\$ 75,953,513</u>	<u>\$ 86,181,499</u>

Southshore Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Eight Months Ended August 31, 2024
General Fund

See Accountant's Compilation Report

	Annual <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues			
Property taxes	\$ 5,005,048	\$ 5,048,838	\$ 43,790
Specific ownership taxes	411,400	265,841	(145,559)
Interest income	40,000	133,887	93,887
	<u>5,456,448</u>	<u>5,448,566</u>	<u>(7,882)</u>
Expenditures			
District Management	115,000	251,110	(136,110)
Engineering	-	21,170	(21,170)
Landscaping & Maintenance	1,687,500	1,029,609	657,891
Landscape Maintenance contract	-	124,830	(124,830)
Facilities & Pool Operations	1,108,250	593,350	514,900
Safety & Security	100,000	64,757	35,243
Repairs & Maintenance	-	205,428	(205,428)
Utilities	-	126,361	(126,361)
Insurance	90,000	109,002	(19,002)
Legal	50,000	165,526	(115,526)
Accounting / Audit	50,000	41,333	8,667
Capital replacements:			
Underdrain Management	750,000	29,652	720,348
Stormwater Management	-	244,093	(244,093)
Safety & Security Enhancements	245,000	74,824	170,176
Pool Resurfacing	50,000	-	50,000
Lakehouse Deck & Railings	100,000	-	100,000
Irrigation Enhancements	100,000	-	100,000
Immediate Needs (Reserve Study)	300,000	-	300,000
Furniture, Fixture & Equipment	50,000	-	50,000
Sod Replacement	25,000	-	25,000
A&E Expenses	30,000	-	30,000
Miscellaneous	-	6,795	(6,795)
Treasurer fees	75,076	75,766	(690)
Reserves	385,099	-	385,099
Emergency reserve (3%)	145,523	-	145,523
	<u>5,456,448</u>	<u>3,163,606</u>	<u>2,292,842</u>
Excess (deficiency) of revenues over expenditures	-	2,284,960	2,284,960
Fund balance - beginning	243,266	1,811,612	1,568,346
Fund balance - ending	<u>\$ 243,266</u>	<u>\$ 4,096,572</u>	<u>\$ 3,853,306</u>

Southshore Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Eight Months Ended August 31, 2024
Debt Service Fund

See Accountant's Compilation Report

	Annual Budget	Actual	Variance Favorable (Unfavorable)
Revenues			
Property taxes	\$ 1,891,472	\$ 1,889,480	\$ (1,992)
System development fees	62,500	145,000	82,500
Interest income	10,000	162,070	152,070
	<u>1,963,972</u>	<u>2,196,550</u>	<u>232,578</u>
Expenditures			
Bond principal - 2020 A-1	1,230,000	-	1,230,000
Bond interest - 2020 A-1	560,093	280,046	280,047
Bond interest - 2020 A-2	511,200	255,600	255,600
Bond principal - 2020 B	215,000	-	215,000
Bond interest - 2020 B	777,850	-	777,850
Treasurer's fee	28,096	28,355	(259)
Trustee / paying agent fees	10,000	7,000	3,000
	<u>3,332,239</u>	<u>571,001</u>	<u>2,761,238</u>
Excess (deficiency) of revenues over expenditures	(1,368,267)	1,625,549	2,993,816
Other Financing Sources (Uses)			
Transfer (to) from other funds	<u>-</u>	<u>703</u>	<u>703</u>
Total other financing sources (uses)	<u>-</u>	<u>703</u>	<u>703</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	(1,368,267)	1,626,252	2,994,519
Fund balance - beginning	<u>4,803,203</u>	<u>4,282,900</u>	<u>(520,303)</u>
Fund balance - ending	<u>\$ 3,434,936</u>	<u>\$ 5,909,152</u>	<u>\$ 2,474,216</u>

Southshore Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
Budget and Actual
For the Eight Months Ended August 31, 2024
Capital Projects Fund

See Accountant's Compilation Report

	Amended <u>Budget</u>	<u>Actual</u>	Variance Favorable (Unfavorable)
Revenues			
Interest	\$ -	\$ 19	\$ 19
	<u>-</u>	<u>19</u>	<u>19</u>
Expenditures			
Transfer to District 1	<u>-</u>	<u>-</u>	<u>-</u>
	<u>-</u>	<u>-</u>	<u>-</u>
Excess (deficiency) of revenues over expenditures	-	19	19
Other Financing Sources (Uses)			
Transfer (to) from other funds	<u>-</u>	<u>(703)</u>	<u>(703)</u>
Total other financing sources (uses)	<u>-</u>	<u>(703)</u>	<u>(703)</u>
Excess (deficiency) of revenues and other sources over expenditures and other uses	-	(684)	(684)
Fund balance - beginning	<u>-</u>	<u>684</u>	<u>684</u>
Fund balance - ending	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

Southshore Metropolitan District
Statement of Revenues, Expenditures and Changes in Fund Balance
For the Seven Months Ended July 31, 2024
General Fund

See Accountant's Compilation Report

	Monthly Budget	Monthly Actual	Monthly Variance	Year to Date Budget	Year to Date Actual	Year to Date Variance	Year to Date Variance %	Annual Budget
Revenues								
Property taxes	\$ 5,005,048	\$ 5,048,838	\$ 43,790	\$ 5,005,048	\$ 5,048,838	\$ 43,790	0.87%	\$ 5,005,048
Specific ownership taxes	34,283	33,380	(903)	274,267	265,841	(8,426)	-3.17%	411,400
Interest income	3,333	25,931	22,598	26,667	133,887	107,220	80.08%	40,000
	<u>5,042,665</u>	<u>5,108,149</u>	<u>65,484</u>	<u>5,305,981</u>	<u>5,448,566</u>	<u>142,585</u>	<u>-2.62%</u>	<u>5,456,448</u>
Expenditures								
District Management	9,583	-	9,583	76,667	251,110	(174,443)	-69.47%	115,000
Engineering	-	1,120	(1,120)	-	21,170	(21,170)	-100.00%	-
Landscaping & Maintenance	140,625	127,885	12,740	1,125,000	1,029,609	95,391	9.26%	1,687,500
Landscape Maintenance contract	-	-	-	-	124,830	(124,830)	-100.00%	-
Facilities & Pool Operations	92,354	161,408	(69,054)	738,833	593,350	145,483	24.52%	1,108,250
Safety & Security	8,333	6,750	1,583	66,667	64,757	1,910	2.95%	100,000
Repairs & Maintenance	-	96,567	(96,567)	-	205,428	(205,428)	-100.00%	-
Utilities	-	66,759	(66,759)	-	126,361	(126,361)	-100.00%	-
Insurance	7,500	-	7,500	60,000	109,002	(49,002)	-44.96%	90,000
Legal	4,167	17,551	(13,384)	33,333	165,526	(132,193)	-79.86%	50,000
Accounting / Audit	4,167	7,975	(3,808)	33,333	41,333	(8,000)	-19.35%	50,000
Capital replacements:				-				
Underdrain Management	62,500	11,253	51,247	500,000	29,652	470,348	1586.23%	750,000
Stormwater Management	-	-	-	-	244,093	(244,093)	-100.00%	-
Safety & Security Enhancements	20,417	-	20,417	163,333	74,824	88,510	-	245,000
Pool Resurfacing	4,167	-	4,167	33,333	-	33,333	-	50,000
Lakehouse Deck & Railings	8,333	-	8,333	66,667	-	66,667	-	100,000
Irrigation Enhancements	8,333	-	8,333	66,667	-	66,667	-	100,000
Immediate Needs (Reserve Study)	25,000	-	25,000	200,000	-	200,000	-	300,000
Furniture, Fixture & Equipment	4,167	-	4,167	33,333	-	33,333	-	50,000
Sod Replacement	2,083	-	2,083	16,667	-	16,667	-	25,000
A&E Expenses	2,500	-	2,500	20,000	-	20,000	-	30,000
Miscellaneous	-	936	(936)	-	6,795	(6,795)	-100.00%	-
Treasurer fees	6,256	247	6,009	50,051	75,766	(25,715)	-33.94%	75,076
Reserves	32,092	-	32,092	256,733	-	256,733	-	385,099
Emergency reserve (3%)	12,127	-	12,127	97,015	-	97,015	-	145,523
	<u>454,704</u>	<u>498,451</u>	<u>(43,747)</u>	<u>3,637,632</u>	<u>3,163,606</u>	<u>474,026</u>	<u>14.98%</u>	<u>5,456,448</u>
Excess (deficiency) of revenues over expenditures								
	4,587,961	4,609,698	109,231	1,668,349	2,284,960	(331,441)	-26.99%	-
Fund balance - beginning								
	<u>243,266</u>	<u>1,811,612</u>	<u>1,811,612</u>	<u>243,266</u>	<u>1,811,612</u>	<u>1,793,904</u>	<u>-86.57%</u>	<u>243,266</u>
Fund balance - ending								
	<u>\$ 4,831,227</u>	<u>\$ 6,421,310</u>	<u>\$ 1,920,843</u>	<u>\$ 1,911,615</u>	<u>\$ 4,096,572</u>	<u>\$ 1,462,463</u>	<u>-53.34%</u>	<u>\$ 243,266</u>

ITEM 4(B)

FINANCE COMMITTEE REPORT (DRAFT BUDGET)

For Discussion Purposes Only

DRAFT

13

Southshore Metropolitan District

*Proposed Budget - General Fund
For the Year Ending December 31, 2025*

	Actual 2023	Adopted Budget 2024	Actual 6/30/2024	Estimate 2024	Proposed Budget 2025
Beginning fund balance	329,759	-	1,811,612	1,811,612	1,769,374
Revenues:					
Property taxes	2,597,563	5,005,048	4,997,520	5,033,060	3,208,000
Specific ownership taxes	295,599	411,400	196,392	398,505	378,000
Property Owner Fees	-	-	-	-	-
Clubhouse Rentals	-	-	-	-	60,000
Programming & Sponsorships	-	-	-	-	35,000
Transfer to/from other fund	92,238	-	-	(582,386)	330,000
Miscellaneous Income	280	-	-	108,599	-
Interest income	86,279	40,000	82,536	185,067	130,000
Total revenues	3,071,959	5,456,448	5,276,448	5,142,845	4,141,000
Total funds available	3,401,718	5,456,448	7,088,060	6,954,457	5,910,374
Expenditures:					
Administrative	-	115,000	190,852	97,200	189,000
Landscaping & Maintenance	88,838	1,687,500	845,193	1,358,791	1,380,000
Facilities & Pool Operations	-	1,108,250	312,027	1,076,750	1,309,375
Safety & Security	20,325	100,000	58,007	240,000	155,000
Repairs & Maintenance	-	-	60,223	95,350	101,500
Utilities	-	-	28,398	185,000	202,000
Insurance	-	90,000	109,002	242,000	140,000
Legal	50,462	50,000	135,929	194,000	100,000
Accounting / Audit	7,347	50,000	29,315	70,000	70,000
Capital Replacements	-	-	-	-	-
Lakehouse Interior Enhancements	-	-	-	-	155,000
Lakehouse Pool Heater	-	-	-	-	60,000
Ridge Line Trail and Dog Park	-	-	-	-	100,000
Underdrain Management	55,259	750,000	6,303	500,000	-
Stormwater Management	34,018	-	243,373	561,053	-
Safety & Security Enhancements	-	245,000	-	180,000	-
Pool Resurfacing	-	50,000	-	71,000	-
Lakehouse Deck & Railings	-	100,000	-	118,000	-
Irrigation Enhancements	-	100,000	-	-	-
Immediate Needs (Reserve Study)	-	300,000	-	-	-
FF&E	-	50,000	-	50,000	-
Sod Replacement	-	25,000	-	-	-
A&E Expenses	-	30,000	-	33,863	-
Misc	893	-	7,182	37,000	-
Treasurer Fees	38,984	75,076	74,974	75,076	48,204
Transfer to District #1	1,293,981	-	-	-	-
Reserves	-	385,099	-	-	-
Emergency Reserve 3%	-	145,523	-	-	150,000
Total expenditures	1,590,107	5,456,448	2,100,778	5,185,083	4,160,079
Ending Fund Balance	1,811,611	-	4,987,282	1,769,374	1,750,295

DRAFT - For Discussion Purposes Only**Southshore Metropolitan District**

*Proposed Budget - Debt Service Fund
For the Year Ending December 31, 2025*

	Actual 2023	Adopted Budget 2024	Actual 6/30/2024	Estimate 2024	Proposed Budget 2025
Beginning fund balance	4,930,812	4,018,840	4,282,901	4,282,901	3,233,483
Revenues:					
Property taxes	1,875,698	1,873,038	1,870,221	1,891,472	3,092,000
System Development Fees	262,500	62,500	145,000	145,000	-
Interest income	293,807	285,250	119,974	243,348	120,305
Total revenues	2,432,005	2,220,788	2,135,195	2,279,820	3,212,305
Total funds available	7,362,817	6,239,628	6,418,096	6,562,721	6,445,788
Expenditures:					
Bond principal - Series 2020 A-1	1,170,000	1,230,000	-	1,230,000	1,260,000
Bond interest - Series 2020 A-1	585,716	560,093	280,046	560,092	533,156
Bond principal - Series 2020 A-2	-	-	-	-	-
Bond interest - Series 2020 A-2	511,200	511,200	255,600	511,200	511,200
Bond principal - Series 2020 B	-	215,000	-	215,000	405,000
Bond interest - Series 2020 B	777,850	777,850	-	777,850	769,513
Treasurer Fees	28,150	28,096	28,057	28,096	49,530
Trustee/Paying Agent Fees	7,000	10,000	7,000	7,000	10,000
Total expenditures	3,079,916	3,332,239	570,703	3,329,238	3,538,399
Ending Fund Balance	4,282,901	2,907,389	5,847,393	3,233,483	2,907,389

DRAFT - For Discussion Purposes Only

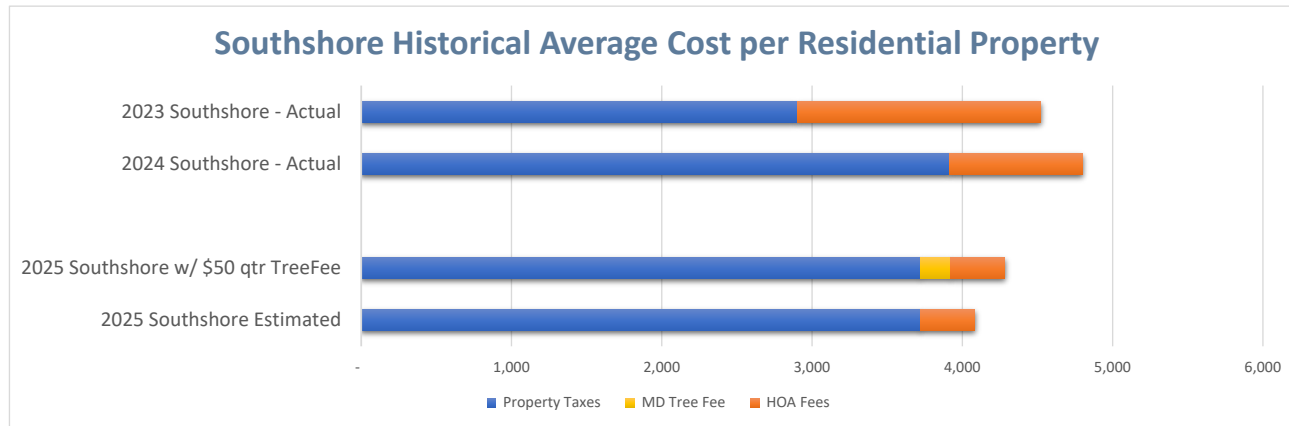
NOTE> TThis budget proposal assumes that the Southshore Master Association will contribute their reserves, as indicated by the Board-approved and Area Representative-ratified 2024 Budget and 2024 Revised Budget. Upon receipt, the District will hold the funds in an interest-bearing ColoTrust account. These funds will be used to support annual capital expenditures from 2025 to 2030. This contribution would reduce the amount needed from Property Owners to fund these capital projects, thereby lowering the impact on District revenues.

	2024	2025	2026	2027	2028	2029	2030
HOA Reserves - Beginning Balance	1,903,259	1,903,259	1,629,090	1,338,317	1,030,525	705,288	362,171
General Fund Transfer	-	(330,000)	(340,000)	(350,000)	(360,000)	(370,000)	(380,000)
Interest Income	-	55,831	49,227	42,208	34,763	26,882	18,554
HOA Reserves - Ending Balance	1,903,259	1,629,090	1,338,317	1,030,525	705,288	362,171	725

Assuming a 2.5% annual interest income rate

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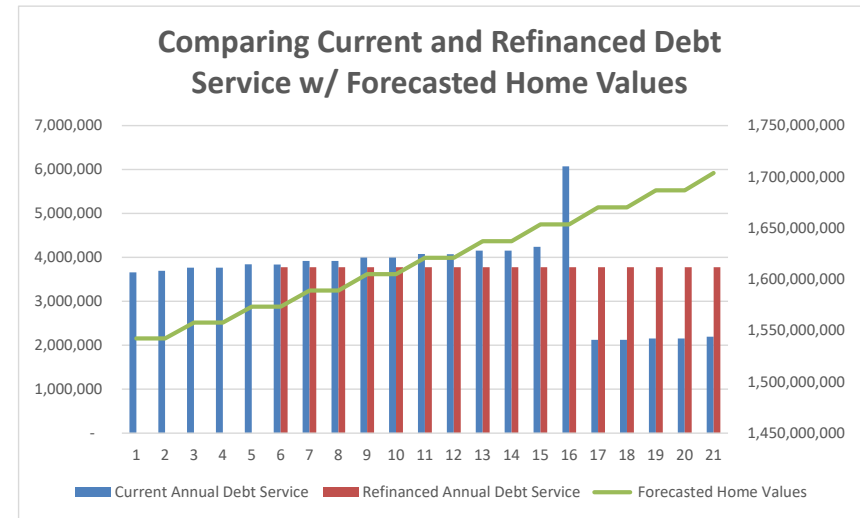
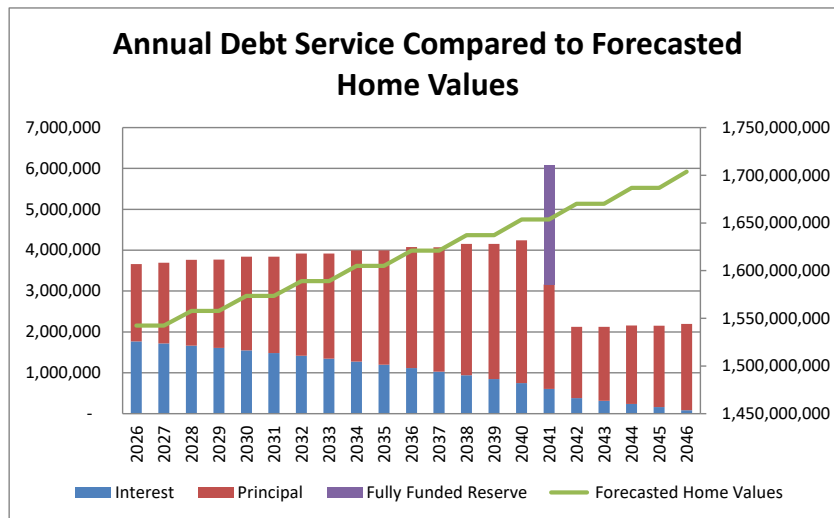
NOTE> In this analysis, the appraised home value for 2024 and 2025 is set at \$900,000. In Colorado, home appraisals are updated in two-year increments. Most homes saw a significant increase in value from 2023 to 2024. For the purposes of this comparison, the 2023 appraised value is set at \$700,000. The \$200,000 increase in home value represents a 29% rise in appraised value.



DRAFT - For Discussion Purposes Only

NOTE> The chart on the left shows the current debt amortization schedule, where debt service payments increase annually through 2040. In 2041, a balloon payment is due, but the District already has \$2.9 million set aside in a ColoTrust account to cover this payment.

The chart on the right illustrates a scenario in which the District refinances its debt in 2031 (assuming a fixed 4% interest rate). This refinancing assumes a constant annual debt service payment while maintaining the same debt maturity date as the current schedule. Under this scenario, total debt service payments from 2031 to 2041 would be reduced, providing more flexibility in the District's operating budget. Additionally, refinancing would free up the \$2.9 million in reserves currently held in the ColoTrust account.



ITEM 4(C)

FACILITIES COMMITTEE REPORT (RENTAL AGREEMENT)

Southshore Lakehouse Rental Agreement

All Southshore Metro District community events and standing Lakehouse reservations have priority over private requests. All private rental requests are taken on a first-come, first-served basis.

This agreement is between Southshore Metro District and the Southshore Resident listed below for the rental of the Lakeview Room in the Lakehouse located at 27151 E Lakeview Drive, Aurora, CO 80016. The agreement is valid **only** for the specific, one-time event listed below. **If the Southshore Metro District does NOT receive your signed rental agreement within 72 hours after the online Reservation Acknowledgment has been received, and security deposit/rental fees paid, your reservation request will be cancelled.**

NOTE: The agreement below is for the Lakehouse Lakeview Room rental **ONLY**. Other rooms in the Lakehouse, the pool and lawn areas are NOT part of this rental agreement. Be aware: The Lakehouse is open to all Southshore residents, at all times, during your event.

PRINT, SIGN, AND RETURN PAGES 1 AND 2 TO THE COMMUNITY MANAGER WITHIN 72 HOURS OF RECEIVING EMAIL REGISTRATION ACKNOWLEDGMENT.

Resident Name: _____ Resident Address: _____

Event: _____ Event Date and Time: _____

Expected Number of Adult Guests: **Max 60** _____ Expected Number of Minor Guests: _____

Room Rental Fee: _____ Date Paid: _____

Security Deposit: \$500 Date Paid: _____

Initial the boxes below to signify you have read each item and you agree to the terms.

- ☐ I understand it is my responsibility to complete a check-in inspection and document any issues with photos prior to my use of the facility. Failure to text photos of issues may result in losing my security deposit or being liable for damages.
- ☐ I understand 100% of my security deposit is **FORFEIT** if the Clubhouse is not cleaned following the **Check-out Procedures** and furniture is not returned to its original location **or the renter and its party has not vacated according to the agreement time.**
- ☐ I understand I am responsible to complete a check-out inspection with photos documenting the Lakeview Room was cleaned per the **Check-out Procedures** and furnishings were returned to their original positions.
- ☐ I understand my security deposit may be used to pay any applicable cancellation fees, and any damage to the facility, carpet, furniture, or furnishings after my event.
- ☐ I understand I am financially responsible for any fines, charges, or damages resulting from my use, my guest's use, or my vendor's use of the facility during my event.
- ☐ I understand I am responsible for cleaning the Lakeview Room to the original condition. Cleaning must be completed during the rental period. If cleaning is not completed, I will **FORFEIT** 100% of my security deposit.
- ☐ I understand if I cancel my reservations less than five (5) days prior to the event I will **FORFEIT** 100% of my rental fee.
- ☐ I understand if I use an outside vendor to provide goods and/or services for my event that I have signed a Hold Harmless waiver that states Southshore Metro District is not responsible for any damages that may result to the facility, their equipment, or harm that may occur to my guests during my event.
- ☐ I understand if there is facility misuse by me, my guests, vandalism, or damage, it may result in suspension of any future privileges to rent or use the District community centers. This suspension may be in addition to loss of deposit, and other damage costs.
- ☐ I understand Southshore Metro district reserves the right to change any of the terms of its amenity policies and rental agreements and/or charges for fees, deposits, or other applicable charges at its sole discretion, without any prior notice.

As a prerequisite for granting a reservation for private use, the renting party must complete and sign a copy of pages 1 & 2 of this Rental Agreement and pay the applicable fees and/or deposits **within 72 hours of receiving an email Reservation Acknowledgment**.

NOTE: If the Community Manager does NOT receive your signed Rental Agreement within 72 hours after the Reservation Acknowledgment was sent to you, and the security deposit/rental fees are paid online, your private rental request will be canceled.

My signature below confirms I have **READ** this document and I **UNDERSTAND** and **ACCEPT** all conditions of the rental policies, fees, charges, terms, financial responsibility, and potential suspension of amenity use if any of the terms are violated.

Print Name: _____

Signature: _____

Address: _____

Home Phone: _____ Cell Phone: _____

Email Address: _____

☐ I acknowledge I received the **Check-in Procedures** checklist and the **Check-out Procedures** checklist on pages 7 —11 of this Rental Agreement. I understand if the Clubhouse is not cleaned according to the procedures, I FORFEIT my security deposit and I may be charged additional damage fees.

Fee Schedule

Four (4) hour minimum for \$350. Four (4) hours include setup and cleaning time.

Each additional hour is \$100.

Event time is from Set up, to break down, there is no additional time for set up unpaid

Six (6) hour maximum rental.

Security Deposit ~~\$500~~

Lakeview Room only, no exclusive use of the other facility rooms, pool or lawn areas.

Concierge staff member is an additional \$50 per hour.

Rental Agreement Policies

Read ALL policies below. Pages 3 through 11 of this agreement are yours to keep for your records. By signing the previous acknowledgment page, you confirm you have read and **AGREE** to each of the terms listed below.

1. FACILITY USAGE

Only Residents in good standing may reserve the facility for private social functions. The facility may not be used for any type of commercial or profit-making function, unless specifically approved in advance by the Board of Directors. Residents may not rent the facility on behalf of another party, group, or organization.

Resident/reserving party must pay the deposit and rental fee and be in attendance during the entire event.

2. FACILITY RESTRICTIONS

Rental of the facility does NOT include rental of the other rooms in the Lakehouse, the pool, pool patio, or lawn areas. You do not have exclusive use of the Clubhouse restrooms. They must remain open to the outdoor area.

3. RESERVATION CONFIRMATIONS

It is the resident's responsibility to submit fees and submit all required documents within 72 hours of receiving an email Reservation Acknowledgment. Reservations are not FINAL, and the date reserved, until a completed agreement, rental fee, and security deposit are received by the Community Manager. Reservations are added to the community calendar AFTER the documents have been received and fees paid.

4. SUBLEASING

Total or partial subleasing of the facility is strictly prohibited. The Southshore Metro District's resident cannot rent the space to, or on behalf of, a friend or relative. **Each address is entitled to 2 rentals per year or seek board approval for additional.**

5. RESPONSIBILITIES

The resident party must be present for 100% of the duration of the event. The resident assumes full responsibility for the conduct of their invited guests, and/or vendors, and for any damage or disrepair to the facility made by any guest or vendor(s).

6. METRO DISTRICT HAS PRIORITY

All Metro District-organized community events and standing community reservations have priority over private requests. All private requests for rental are handled on a first-come, first-served basis.

7. CANCELLATIONS/DATE CHANGES

All cancellations, or changes in reservation dates, must be received via email. The resident must submit a new online Reservation Request to change event dates. **No verbal cancellations or changes are accepted.**

NOTE: Cancellations LESS than five (5) days prior to the event FORFEIT 100% of the rental fee. If a date is rebooked, no change fees will be charged. For cancellations more than five (5) days in advance of the event, without a rebooking, the rental fee and deposit will be refunded less a \$15 processing fee.

8. MAX CAPACITY & MINORS

The maximum capacity of the facility is 50 people, with a maximum of 30 guests under the age of 18. Any event with guests under the age of 18 must have at least one (1) adult chaperone for every 10 minors. Chaperones must be present during the entire event. The facility staff are not considered a chaperone. If teens are meeting, for any reason, there must be at least one parent present that resides in Southshore to chaperone.

9. **ANIMALS**

Pets are not permitted in the facilities unless they are assisting the physically impaired.

10. **SMOKING**

Smoking or use of tobacco products is not allowed in the facilities, the pool/pavilion area, or in the parking lot.

11. **DECORATIONS**

Decorating is the responsibility of the resident. NO decorations, OR temporary fixtures, may be attached in any way to the building, or any architectural feature with nails, tacks, staples, or pins or any other applications that could cause damage to the walls or ANY other surface in the Clubhouse. Tape is not permitted on any walls, glass, or fixtures.

NOTE: Additional fees, as determined by the Southshore Metro District, will be assessed if repairs or additional cleaning is required.

12. **PROHIBITED ITEMS**

No hazardous or flammable materials may be used in the facilities. The following are also not allowed: confetti, rice, birdseed, finger paints, paint, colored markers, crayons, glitter, decals, stickers, silly string, glue, gaffers tape, fog machines, nails, screws, thumb tacks, push pins, or staples and any other similar materials that could harm animals, people, or vehicles. Candles are not permitted except for LED candles.

13. **PARKING**

Limited spaces are available for parking at the facilities. Vehicles are prohibited from parking on the grass or in fire lanes.

14. **BOUNCE HOUSES**

Bounce houses are only permitted to be used outside the facilities. The resident must submit a **Southshore Hold Harmless** document that is signed to the Southshore Metro District at least two (2) weeks in advance of the event. The resident accepts all responsibility for any injuries that may result from the use of any inflatable bounce house.

15. **OUTSIDE VENDORS**

The resident must submit a **Southshore Hold Harmless** document that is signed at least two (2) weeks in advance of the event for ALL vendors you employ for the event. If a caterer only delivers food to the facilities, a waiver will not be needed. All vendors are required to abide by all policies outlined in this Rental Agreement. All food/beverages must be removed from the facilities after the event. Waste food, ice, and drinks may not be dumped onto community soil or landscaping by guests or catering staff.

16. **CATERING EQUIPMENT/OTHER RENTED EQUIPMENT**

No catering equipment, decorations, or other rented equipment can be stored on the property. All items brought in by the renting party, including rental equipment, must be removed from the facility on the day of the rental unless the resident has paid for an extra day or if previous arrangements have been made with the Community Manager. The resident accepts ALL responsibility for vendors equipment while on the property. **There can be no on-site cooking of any kind, especially with a flame. Warming trays are allowed.**

17. **CARE OF PREMISES**

The resident is responsible for the actions and any damage caused by their vendors or guests. The resident must ensure their vendors/guests make no alterations to the facility. Care needs to be taken while moving furniture to prevent damage to walls and floors.

19. CLUBHOUSE SEASONAL DECORATIONS

If there are any seasonal decorations in the facilities, such as decorated Christmas trees, wreaths, decorative coverings for the mantel TV, etc., they are not to be taken down or moved under any circumstances.

20. FURNISHINGS

All furnishings must be placed in their original positions by the renting party. ***If there are any seasonal decorations such as Christmas trees, they are not to be moved under any circumstances.*** Should there be any damage to the facility, or to the furnishings, a fee will be levied and deducted from the security deposit.

NOTE: Any additional cleanup required, e.g., moving furniture, emptying refrigerator, emptying garbage from inside the Clubhouse, etc., will result in a FORFEIT of the security deposit.

21. DELIVERIES

The Southshore Metro District will not assume any responsibility for food, beverage, equipment, or other personal property brought into the facilities for your event. The facilities' staff will not accept mail or messenger deliveries on behalf of the resident. All deliveries must be made the day of the event, with the resident onsite accepting the delivery.

22. SOUND SYSTEMS AND CLUBHOUSE TELEVISION

Use of outdoor speakers is prohibited. Residents may connect to the facilities television using the HDMI cable located adjacent to the television. Directions for connecting to the TV and Clubhouse Wi-Fi are clearly printed and posted on the wall. Residents may NOT connect directly to the TV under any circumstances. Cables, adapters, remotes are not provided. Altering the existing set-up is NOT allowed, reaching behind the TV, or using any other ports to connect devices. If the TV doesn't work after your event, you may FORFEIT your deposit. **Southshore Metro District is not responsible for Audio Visual equipment not working, and will not be reason for a refund.**

23. KITCHEN/BAR

Kitchen use includes: oven, stove top, refrigerator, freezer, sink, and microwave. The resident may NOT use any kitchen tools, serving pieces, tableware, food, or beverages that are stored in the cabinets or drawers. The resident agrees to leave the kitchen clean—wiping down counters, appliances, inside the microwave, and remove any food left in the refrigerator/freezer. Floor spills must be cleaned up and trash taken out to the trash receptacles. **This should be changed, residents cannot use the space to cook indoors, they can use the sink to clean up, and store food in the refrigerator and freezer as long as it is removed at the end of the event. There can be NO COOKING INDOORS!!!**

NOTE: Any additional cleanup required, e.g., emptying refrigerator, cleaning the kitchen counters/floors, emptying garbage, etc., will result in a FORFEIT of the security deposit.

24. LIQUIDS

When serving liquids in cups, bottles, or cans, ask your guests to empty containers in the sink before placing them in the trash. Leaks from trash bags can result in additional charges and/or loss of deposit.

NOTE: Take care with dark colored drinks (red/purple/blue) and wine. Trash bag leaks and carpet stains could result in FORFEIT of your deposit.

25. PERSONAL PROPERTY

Southshore Metro District is not responsible for any valuables or personal property brought onto or left on the premises by guests and/or vendors.

27. **EXITING THE CLUBHOUSE**

Prior to exiting the facilities, the resident is responsible to follow the **Check-out Procedures**.

28. **REVOKING REQUESTS**

Southshore Metro District reserves the right to revoke any request/approval if sufficient cause is found that any misrepresentation of the facts related to the rental request occurred. If a request is revoked, the resident will be charged an administrative fee of \$100 deducted from the security deposit.

29. **POLICY OR TERM CHANGES**

Southshore Metro District HOA reserves the right to change any of the terms of this policy and/or charges for deposits or other applicable fees at its sole discretion, without prior notice.

30. **EMERGENCIES**

In case of a medical emergency dial 911. If the resident has a complaint, concern, or compliment about the facilities, submit a request on my.managementtrust.com.

31. **PRIVILEGE REVOCATION**

If damage occurred to the facility during a reserved event, and the resident did not reimburse the Southshore Metro District for repairs, the resident may be permanently banned from reserving Southshore amenities. This includes excessive noise, noise past intended or agreed upon hour (After 10p), Not signing exit paperwork, having additional people than agreed upon in contract, staying longer than contract agreement

32. **RELEASE AND INDEMNIFICATION**

The resident assumes all responsibilities, risks, liabilities and hazards incidental to the holding of the Function at the Facility (including, but not limited to, the serving of any alcoholic beverages) and, irrespective of any acts or omissions by the Southshore Metro District or its agents, whether negligent, intentional or otherwise, the resident releases and forever discharges the Southshore Metro District, its officers, directors, employees, agents and members, past, present and future, and agrees to defend, indemnify and hold the same harmless, from and against any and all losses, expenses, liens, claims, demands and causes of action of every kind and character (including those of the permittees, agents, licensees and resident's guests) for death, personal injury, property damage or any other liability damages, fines or penalties, including costs, attorneys' fees and settlements, resulting from any act performed by, or omission on the part of the resident, its employees, invitees, permittees, agents or licensees, arising out of or in connection with the resident's use of the facilities.

33. **CHECK IN AND CHECK OUT PROCEDURES**

The resident must complete a quick inspection prior to their reservation using the **Check-in Procedures** document. It is the resident's responsibility to document any issues found upon entering the facility. The resident must also follow the **Check-out Procedures** and document that the facility is clean and in good working order prior to departing after their event.

Clubhouse Check-in Procedures

Residents must complete a quick inspection of the Clubhouse prior to their reservation.

- It is your responsibility to document any issues or damage to the facility before you begin using the facilities.
- Send an email to facility staff prior to the start of your event confirming you found no issues with the facility.

If issues are found with the Clubhouse:

- Email photos the facility staff to show the damage and/or issues you found with the room.
- Failure to text photos of issues/damage may result in the loss of your deposit, and/or being charged for damage or additional cleaning costs that may have occurred **before** OR **after** your reservation.

Check for the following during your pre-event inspection:

1. Floors free of debris, spilled liquid, or food stains.
2. Kitchen trash cans empty and trash has been bagged and placed in the trash bins.
3. Trash is not overflowing outside.
4. Walls are free of holes, peeled paint, stains, or scuffs.
5. Furniture has been restored to original positions. (See example photos included)
6. Kitchen/bar counters are wiped down, appliances are clean, and sink is free of dishes or food.
7. Refrigerator and freezer have been emptied of food.
8. Tables are clean and wiped down as well as furniture.
9. Interior restroom doors were locked, and the lights were off.
10. Front and back doors were locked when you arrived and interior lights and fans were off.
11. Folding tables and chairs were returned neatly to closet.
12. Report any damage about the above items. Describe what is damaged/not cleaned from the above list and include pictures.

NOTE: Failure to conduct the rental check-in review may result in you being charged for damage or cleaning that occurred during a prior rental. It is your responsibility to check the facility out prior to your use and determine that everything is clean and in good order.

Clubhouse Check Out Procedures

After you clean-up from your event:

- ***It is your responsibility to clean the facility and send photos documenting everything is clean and in good order after your event.***
- Email photos to the facilities staff to verify the room has been cleaned, folding tables and chairs returned to closets, and all the room furniture/furnishings have been returned to their original positions.
- Failure to text photos of your cleaned space may result in the loss of your deposit, and/or being charged for damage or additional cleaning costs that may have occurred **after** your reservation.

Remember:

You are financially responsible for any fines, charges, or damages resulting from your use, your guest's use, or your vendor's use of the facility.

The following must be addressed before your Clubhouse departure.

Kitchen/bar:

✓	Items to be addressed:
	Kitchen Interior <ul style="list-style-type: none"> • All leftover food must be removed and trash bagged • All countertop surfaces must be wiped clean • Ceramic floor swept or mopped clean if sticky • Liquid beverages must be emptied in the sink before placing cans/bottles in trash
	Kitchen Appliances: <ul style="list-style-type: none"> • Stove/oven wiped down and free of debris • Interior of microwave oven must be clean and free of debris • Refrigerator and freezer must be empty • Kitchen/bar sink free of debris and wiped clean
	Trash <ul style="list-style-type: none"> • Interior clubhouse trash cans emptied • Put full trash bags in the dumpster located in front of the facilities. • New trash can liner placed in facilities trash can • Trash has been bagged and tied shut
	Other: <ul style="list-style-type: none"> •

Living Area:

✓	Items to be addressed:
	Food: <ul style="list-style-type: none"> • All leftover food must be removed, bagged and disposed of • Liquid beverages must be emptied in the sink before placing cans/bottles in trash
	Furnishings: <ul style="list-style-type: none"> • All folding tables and chairs must be wiped down and free of food • Return all folding tables and chairs neatly to the closet • All furniture table surfaces must be wiped down • Replace tables and their chairs (Eight to a table) into original positions (on top of tables) • Stack extra table chairs in the corner
	Flooring: <ul style="list-style-type: none"> • Ceramic tile is free of spills, has been swept, or mopped if sticky • Carpet must be free of any stains OR debris, vacuum as required • Remove any spots on carpet from spilled liquid or dropped food
	Bathrooms: <ul style="list-style-type: none"> • Replace toilet paper if holders are empty • Ensure paper towels are not lying on the floor in the restroom • Lights are off • You are NOT required to empty the paper towel trash bin in the restroom
	Trash: <ul style="list-style-type: none"> • Trash must be bagged and tied shut • Put full trash bags in the trash bins located in the front of the facilities (Dumpster in Parking Lot) • New trash can liner placed in facilities trash can
	Other: <ul style="list-style-type: none"> • Turn off television/stereo equipment • Turn off all lights, exhausts, and ceiling fans • All decorations/rented equipment must be removed when the event is over • All personal belongings removed • Back door leading to the outside (by the restrooms) must be locked • Check out sheet must be filled out and signed with Staff

AUTOMATIC FORFEIT OF YOUR DEPOSIT:

- Failure to clean following these procedures
- Failure to return furniture to original positions
- Any damage to the facility, carpet, or furnishings

As a reminder:

Non-approved uses of the facilities:

The following activities are not allowed in the facilities:

- Work group events intended to make, construct, build, or paint any items.
- Using hot irons, paints, or printing presses.
- Using colored markers, glue, or hot glue guns.
- Use of hazardous and/or flammable materials.
- Using confetti, rice, birdseed, finger paints, paint, decals, stickers, silly string, slime, fog machines, nails, screws, thumb tacks, push pins, regular tape, gaffers tape, staples or other materials that could cause harm to walls, windows, people, or vehicles in the parking lot.
- Candles are not permitted, with the exception of LED candles.
- Events to sell products, goods, or services or charging admission to attend an event.
- Daycare or children's playgroups.

Holiday Reservations: Seasonal decorations, such as Christmas trees/room decorations, are NOT to be removed or dismantled under any circumstances. This includes paper/wreaths that may be hung over the TV screen.

Cleaning Supplies: Cleaning supplies, paper towels, trash bags, etc. are located in the closet in the lobby and can be accessed with help from staff

**If you arrive and find the facilities is not clean or find damage,
you must take pictures and report it immediately
via my.managementtrust.com.**

Clubhouse Available Amenities

Items Provided by Southshore	Not Provided
<ul style="list-style-type: none"> • Furniture: <ul style="list-style-type: none"> ○ 8 round tables with 8 Chairs each ○ Three rectangle folding tables ○ Five (5) Stand up cocktail tables • Appliances: <ul style="list-style-type: none"> ○ Refrigerator/freezer ○ Microwave • Cleaning supplies: <ul style="list-style-type: none"> ○ Trash bags ○ Mop ○ Vacuum ○ Broom and dustpan ○ Multi-purpose surface cleaner ○ Clorox wipes ○ Paper towels ○ Dish soap ○ Carpet cleaner ○ Toilet paper/paper towels in restrooms 	<ul style="list-style-type: none"> • Cooking utensils • Serving utensils • Cutlery • Ice • Cups/plates/napkins • Tablecloths (Linens available for rent \$250 for package for 8 round cloths, 3 rectangle white linens)

ITEM 5(A)

JULY 9, 2024 MEETING MINUTES

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF SOUTHSHORE METROPOLITAN DISTRICT

HELD JULY 9, 2024

A Regular Meeting of the Board of Directors of the Southshore Metropolitan District was held on July 9, 2024 at 6:00 p.m. The Meeting was held by virtual attendance on Zoom at <https://us02web.zoom.us/j/89009577259> (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
Angel Duran of The Management Trust (“**MT**”)
Jennifer Cornthwaite of MT
Andy Carroll of Metropolitan District Public Safety Group
Doug Richter of Earnweald
Randy Cox of Cox Landscaping
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.

CONSIDER
AGENDA

Following discussion and upon motion duly made, seconded and unanimously carried, the Board revised the agenda to move the District Committees' reports to the beginning of the meeting and to move the approval of two landscaping proposals to the Consent Agenda.

DISTRICT
COMMITTEES
UPDATE

Finance Committee: Director Stadler informed the Board that the County's preliminary assessed valuations will be circulated soon and he, along with the finance committee will work with Ms. Hamilton to prepare the draft 2025 budget.

Facilities Committee: Director Bergeon discussed the proposed Lakehouse and Lighthouse Rentals Rules and Policy. A sub-committee was created and discussed the handling of events at each facility. Director Bergeon would like to review all rental agreements prior to sign off and would like to establish rental rates and include them in the proposed Rentals Rules and Policy.

Director Bergeon informed the Board that a sub-committee was formed to work on the Sports Courts project. Director Bergeon and the sub-committee will meet with Norris to review and discuss the plans and design.

Ms. Duran discussed the need for clarification of the Lakehouse and Lighthouse Swimming Pool and Fitness Room Rules and Regulations and will work with the Facilities Committee to review and revise those prior to review and approval by the Board.

Director Bergeon then noted that he would like MT to obtain proposals for painting the exterior of the Lighthouse along with the replacement of the Lakehouse elevator. President Zent then inquired about the status of the Lighthouse elevator. Ms. Duran stated that it is not working properly and will look into this matter further.

Landscaping Committee: Lisa Buchanan, member of the Landscaping Committee, asked the Board for a prioritized list of landscaping projects for 2025. This matter will be discussed further at the August meeting. The committee had nothing to note beyond Mr. Cox's report. Director Palmer and Ms. Buchanan then asked MT to provide all landscaping proposals

ahead of each meeting in order to provide enough time to review and provide comments or edits prior to Board review and approval.

Communications Committee: Director Chan informed the Board that he met with MT to discuss the migration of resident information to an intranet only accessible to MT. Director Chan also noted that he is working with Ms. Cornthwaite to create and circulate a community newsletter.

Director Chan then discussed the District's website content and the possible engagement of Streamline to update and maintain the District's website. After discussion, the Board deferred this matter to a future meeting.

CONSENT
AGENDA

June 11, 2024 Regular Meeting Minutes: Tabled.

Cox Landscaping proposal (turf repair – Titus Road)

Cox Landscaping proposal (pond maintenance)

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the Consent Agenda but tabling the approval of the June 11, 2024 Regular Meeting Minutes at a future meeting.

RESOLUTION
AUTHORIZING
PRESIDENT TO
EXPEND FUNDS

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the Resolution Authorizing the District's President to Expend Funds, allowing without prior Board approval, the District's President to approve individual and aggregate expenditures not to exceed \$5,000 and any two Directors to approve individual and aggregate expenditures not to exceed \$20,000, between Board meetings.

MANAGEMENT
REPORT

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

Utility Vehicle: Ms. Duran discussed the need for a utility vehicle for everyday operations and presented various options. President Zent and Director Stadler requested that Ms. Duran conduct further research and come back to the Board at the next scheduled meeting.

Audio-Visual Diagnosis: Ms. Cornthwaite informed the Board that two separate companies have come to review the audio-visual equipment and provide proposals. Director Stadler asked Director Bergeron and the Facilities Committee to review the proposals and provide a report at the next scheduled meeting.

Kerwin Plumbing Heating and Cooling proposal (removal of drinking fountains): Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Kerwin Plumbing Heating and Cooling.

Front Range Recreation proposal (Lakehouse pool heater replacement): Ms. Duran discussed the status of the pool heater. The Board requested that this expenditure should be included in the 2025 draft budget. No action was taken.

FitnessTech proposal (recommended repairs and inspection of gym equipment): Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from FitnessTech, subject to final review and confirmation of warranty.

Platinum Coatings proposal (fence repair in Ridge and Lake Districts): Tabled.

RTC Restoration & Renovation proposals (Lakehouse facility repairs): Following discussion, Ms. Duran informed the Board that she will meet with the Facilities Committee. This item was tabled and no action was taken.

Pump Man proposal (Boat House water feature motor replacement): Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Pump Man.

Custom Fence & Supply proposal (installation of ornamental fence): The Board discussed the replacement of the wooden fence with a different material such as steel. Nate Fogg, a District resident, will discuss fire mitigation and safety at an upcoming meeting.

Vandre Electric & Refrigeration Co. proposal (irrigation wiring – Vandriver Way and Southshore Parkway): Mr. Cox discussed the locations of electrical meters and the possible need for an easement. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Vandre Electric & Refrigeration Co., subject to Mr. Cox's findings and review of potential existing easement.

Engagement of Tobey and Johnston as third-party appeals officer: Tabled.

Lakehouse and Lighthouse Swimming Pool and Fitness Room Rules and Regulations: Tabled.

Lakehouse and Lighthouse Rentals Rules and Policy: Tabled.

LANDSCAPING
REPORT

Mr. Cox discussed various landscaping matters.

Cox Landscaping proposal (rock conversion – Lakeview Drive): Tabled.

Cox Landscaping proposal (native reseeding – Lakeview Drive): Tabled.

Cox Landscaping proposal (removal and disposal of dead plants and tree stakes): Tabled.

Update on pathway lighting: No update to report.

Ms. Duran informed the Board of an electrical issue with the Powhatan fountain. Ms. Duran has reached out to Cascade but has not heard back.

Ms. Duran then discussed the state of the sail at the District monument. President Zent will work with Ms. Duran to find options to clean and update the monument and will provide their findings at an upcoming meeting.

SAFETY AND
SECURITY REPORT

Director Stadler informed the Board that the activation and installation of the security systems are moving forward. Director Stadler noted that Flock Security offered to update the cameras to new versions at a discounted rate. This update will add a video component. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the activation and installation of the updated cameras, with an amount not to exceed \$24,900.

Mr. Carroll then reported on various safety and security matters.

Automatic Door Doctors proposal (replacement of Lakehouse front door): . Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Automatic Door Doctors. Mr. Richter noted that he will check with Waner to ensure this repair would not already be covered under the manufacturer's warranty.

Metropolitan District Public Safety Group proposal (mailbox lighting): Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Metropolitan District Public Safety Group.

CONSTRUCTION
AND ENGINEERING
REPORT

President Zent stated that he will reach out to Aaron Clutter at JR Engineering for an update on the pond and underdrain maintenance.

PUBLIC COMMENT

None.

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 May 31, 2024 financials; (b) approved and confirmed the disbursements as presented and (b) approved the claims.

OTHER
CONTRACTS

Ms. Luetjen informed the Board that Mr. Buenfil noted MT would need to upgrade their Zoom account in order to host District webinars and is requesting that the Board authorize the additional expense. After discussion, President Zent noted that in order to avoid any additional District expenditures, CEGR Law will host all Zoom meetings.

EXECUTIVE
SESSION

None.

ACTION ON
MATTERS
DISCUSSED IN
EXECUTIVE
SESSION

None.

OTHER MATTERS

Director Bergeron inquired about the hours of operation of the Lakehouse. Some groups have been asked to leave earlier than others. Ms. Cornthwaite stated that she will continue to work with individual groups and will accommodate their requests.

Mr. Greher informed the Board that an additional homeowner has expressed interest in including their property into the District. Once the homeowner submits their Petition for Inclusion, Ms. Luetjen will prepare for an Inclusion Hearing to be held at the next scheduled meeting. Mr. Greher then noted that Notices regarding Inadvertent Failure to Include Property within District have been recorded against the remaining fourteen properties with the Arapahoe County Clerk and Recorder.

Director Stadler discussed the request for new community pole signage. He noted that the signage can be used for meeting notification and other community updates. Following discussion and upon motion duly made, seconded and unanimously carried, the Board authorized Director Stadler to order the signs for an amount not to exceed \$5,000.

President Zent discussed the interpretive signage project and noted that he and Director Palmer are working together and will provide an update at the next scheduled meeting.

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

Ryan Zent

Kevin Stadler

Kevin Chan

Colette Palmer

Jeff Bergeon

ITEM 5(B)

AUGUST 13, 2024 MEETING MINUTES

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF SOUTHSHORE METROPOLITAN DISTRICT

HELD AUGUST 13, 2024

A Regular Meeting of the Board of Directors of the Southshore Metropolitan District was held on August 13, 2024 at 6:00 p.m. The Meeting was held by virtual attendance on Zoom at <https://us02web.zoom.us/j/89009577259> (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
Sarah H. Luetjen of CEGR Law
Cathy Hamilton of Simmons & Wheeler
Angel Duran of The Management Trust (“MT”)
Jennifer Cornthwaite of MT
Hernan Buenfil of MT
Michele Rittgers of MT
Andy Carroll of Metropolitan District Public Safety Group
Doug Richter of Earnweald
Randy Cox of Cox Landscaping
Carly Beard of Security Central
Nate Fogg, Arapahoe County Emergency Manager
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.

CONSIDER
AGENDA

Following discussion and upon motion duly made, seconded and unanimously carried, the Board revised the Consent Agenda to add the approval of various proposals provided by MT and Cox Landscaping.

LEGAL REPORT

None.

PUBLIC HEARING
ON INCLUSION

Mr. Greher then opened the public hearing regarding the Petition for Inclusion into the District, submitted by Colleen and Nicholas Crabb. Following discussion, the hearing was closed. Upon motion duly made, seconded and unanimously carried, the Board approved such Petition as submitted and approved the Board Order for Inclusion of Real Property.

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 June 30, 2024 financials; (b) approved and confirmed the disbursements as presented and (b) approved the claims.

DISTRICT BANK
ACCOUNT CARDS

Following discussion and upon motion duly made, seconded and unanimously carried, the Board authorized Ms. Hamilton to open a separate bank account and request debit cards from the District's bank. The debit cards will be in Hernan Buenfil's name and all expenditures will need approval from the District's President or any available Board member. Expenses are limited to items such as social events and MT administrative needs. Expenditures are not to exceed \$10,000.

STATUS OF 2023
AUDIT

Ms. Hamilton noted that the audit is near completion and should be filed with the State Auditor's office by the end of August.

FIRE MITIGATION

Nate Fogg of the Arapahoe County Office of Emergency Management discussed fire prevention and mitigation, suggesting regular landscaping and mowing of open spaces, with the Board.

DISTRICT
COMMITTEES
UPDATE

Chair Zent discussed the interpretive signage program and then presented an example of what will be installed around the community.

Finance Committee: Director Stadler informed the Board that the County's preliminary assessed valuations will be circulated soon and he, along with the finance committee will work with Ms. Hamilton and MT to prepare the draft 2025 budget.

Facilities Committee: Director Bergeon stated that the committee met to discuss the Lakehouse and Lighthouse Rental Rules and Policy. The committee will form a sub-committee to review and provide additional comments.

Director Bergeon then informed the Board that revised Sports Court and pricing proposals will be brought to the Board at the September meeting. Director Bergeon's goal is to have the finalized proposals by the end of the year. Mr. Richter noted that due to the lack of companies that specialize in the construction of court slabs, construction will most likely not begin until at least 2026.

Landscaping Committee: Director Palmer discussed the various items under the Landscaping Report and noted that some proposals within the report, have been moved to the Consent Agenda for approval.

Communications Committee: Director Chan informed the Board that he and Ms. Cornthwaite are working together to create a community newsletter that will combine information from the homeowner's association and the District.

Director Chan then discussed the status of the District's new website. The website is almost finalized and will need a domain name. Director Chan reached out to the HOA Board to get their input on a new name but did not receive a response. Director Chan proposed that the new URL should be mysouthshore.org. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the use of mysouthshore.org and for Director Chan to enter into a 5-year contract for an amount not to exceed \$200.

CONSENT
AGENDA

Approval of June 11, 2024 Regular Meeting Minutes: Tabled.

Approval of July 9, 2024 Regular Meeting Minutes: Tabled.

Approval of Flock subscription renewal.

Approval of Vandre Electric & Refrigeration proposal for repair of brick lights.

Ratification of Cascade Water Features proposal regarding Southshore signage fountain repair.

Approval of Cox Landscaping proposal regarding dog park erosion

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the Consent Agenda as revised (having tabled the approval of the June 11, 2024 and July 9, 2024 Regular Meeting Minutes).

MANAGEMENT
REPORT

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

Ms. Cornthwaite provided an update on the community lifestyle programs noting that various events such as the ice cream social, painting parties and book clubs have been successful and well attended.

Utility Vehicle: Tabled.

Front Range Recreation proposal (pool replaster): Ms. Duran noted that the deposit has been paid.

Audio-Visual Diagnosis: Tabled.

Maintenance of monument sail: Tabled.

Platinum Coatings proposal (fence repair in Ridge and Lake Districts): Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Platinum Coatings for fence repairs, noting that moving forward invoices should include itemized line items.

Engagement of Tobey and Johnston as third-party appeals officer:

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the engagement of Tobey and Johnston as the District's third-party appeals officer.

Lakehouse and Lighthouse Swimming Pool and Fitness Room Rules and Regulations: Tabled.

Lakehouse and Lighthouse Rentals Rules and Policy: Tabled.

Kerwin Plumbing Heating and Cooling proposal (kitchen appliances):

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Kerwin Plumbing Heating and Cooling.

LMI proposal (installation of boat house lights): Tabled.

Game Exchange proposal (addition of arcade games): Ms. Duran discussed the arcade game and proposal from Game Exchange. Following discussion, the Board would look into other options. No action was taken.

RTC Restoration & Renovation proposals (Lakehouse facility repairs):

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from RTC Restoration & Renovation to repair various items at the Lakehouse including the railing and stairs.

Summer Planting proposal: Tabled.

LANDSCAPING
REPORT

Mr. Cox discussed various landscaping matters.

Transfer of Filing 19 responsibilities from Richmond Homes to the District: Tabled.

Transfer of Stormwater maintenance permit from Richmond Homes to the District: Tabled.

2024 snow removal proposals: Tabled.

Colorado Water Well proposal regarding monthly inspection of pump stations: The Board discussed the proposal and noted that revisions were needed and asked that Colorado Water Well resubmit their proposal. This item was tabled and no action was taken.

Cox Landscaping proposal (dog park and ridgeline erosion): Tabled.

Cox Landscaping proposal (rock conversion – Lakeview Drive): Tabled.

Cox Landscaping proposal (native reseeding – Lakeview Drive): Tabled.

Cox Landscaping proposal (removal and disposal of dead plants and tree stakes): Tabled.

Cox Landscaping proposal (owl houses): Tabled.

Cox Landscaping proposal (snow markers): Tabled.

Cox Landscaping proposal (filter maintenance): Tabled.

SAFETY AND
SECURITY REPORT

Security Central Change Order (installation of additional cameras): Ms. Duran informed the Board that an assessment of security cameras was done and it was determined that additional cameras will need to be added. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the Change Order as presented.

Security Central proposal (installation of security system): Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal as presented.

Security Central proposal (replacement of fobs): Carly Beard discussed the various options for secure access to the facilities, with the Board. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal for an amount not to exceed \$10,000.

Aurora Colorado Locksmith 24/7 proposal (replacement of Lakehouse locks): Following discussion and upon motion duly made, seconded and unanimously carried, the Board ratified the proposal.

CONSTRUCTION
AND ENGINEERING
REPORT

Tabled.

PUBLIC COMMENT

None.

OTHER
CONTRACTS

None.

SEPTEMBER
REGULAR
MEETING DATE

Mr. Greher discussed the need to reschedule the September 10, 2024 regular meeting. After discussion, the Board cancelled the September 10, 2024 regular meeting and scheduled a Special meeting to be held the week of September 16, 2024.

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 revenue and budget issues, including facilities expenses, and related matters. The Board temporarily left the Regular meeting at 9:12 p.m. and reconvened in Executive Session.

The Board concluded the Executive Session and reconvened in regular session at 9:49 p.m.

ACTION ON
MATTERS
DISCUSSED IN
EXECUTIVE
SESSION

None.

OTHER MATTERS

Director Chan would like to discuss matters related to Save the Aurora Reservoir (STAR) group at the September meeting and requests that Ms. Luetjen add this to next month's agenda.

ADJOURNMENT

There being no other matters to come before the Board, the meeting was adjourned at approximately 9:55 p.m.

Respectively submitted,

Sarah H. Luetjen, Secretary for the meeting

APPROVED

Ryan Zent

Kevin Stadler

Kevin Chan

Colette Palmer

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

ITEM 5(C)

SEPTEMBER 16, 2024 MEETING MINUTES

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF SOUTHSHORE METROPOLITAN DISTRICT

HELD SEPTEMBER 16, 2024

A Special Meeting of the Board of Directors of the Southshore Metropolitan District was held on September 16, 2024 at 6:00 p.m. The Meeting was held by virtual attendance on Zoom at <https://us02web.zoom.us/j/83642455537> (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

Absent (excused):

Colette Palmer, Vice President/Assistant Secretary/Treasurer

Also in Attendance were:

David A. Greher of CEGR Law
Sarah H. Luetjen of CEGR Law
Cathy Hamilton of Simmons & Wheeler
Angel Duran of The Management Trust (“MT”)
Jennifer Cornthwaite of MT
Hernan Buenfil of MT
Randy Cox of Cox Landscaping
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.

CONSIDER
AGENDA

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the agenda as presented.

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 July 31, 2024 financials; (b) approved and confirmed the disbursements as presented and (b) approved the claims.

STATUS OF 2023
AUDIT

Ms. Hamilton informed the Board that there were no new updates and said she would follow up with the auditor to check on the progress of finalizing the audit.

CONSENT
AGENDA

The following items were approved by the Board without discussion on the Consent Agenda, except where indicated:

LMI proposal #16773 - Boathouse lighting around pond, water feature and along trail - in the amount of \$108,474.83.

Cox Landscape proposal #43312 - Boathouse lighting in ground Senac Pond trail and trees in the amount of \$106,892.00.

Cox Landscape proposal #43045 - removal of dead trees and plants in the amount of \$22,200.

Cox Landscape proposal #43027 - common area rehab.; 27691 E Lakeview Dr in the amount of \$8,942.00.

Cox Landscape proposal #43326 - 2024 playground mulch; Ridge Park, Lighthouse Park, and Southshore Park in the amount of \$15,550.00.

Kiowa Farm proposal - Horse Drawn Carriage Rides in the amount of \$1,330.

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the foregoing items from the Consent Agenda (having tabled the approval of the July 9, 2024 and August

13, 2024 meeting minutes, and various Management Trust and Cox Landscaping proposals.).

DISTRICT
COMMITTEES
UPDATE

Director Bergeon discussed the appointment of Preston Peterson to the Facilities Committee. Upon motion duly made, seconded and unanimously carried, the Board appointed Mr. Peterson to the Facilities Committee.

Finance Committee: Director Stadler discussed the 2025 budget plan with the Board. He noted that the Finance Committee will meet with MT and Ms. Hamilton to review all financials and will present their findings to the Board at the October Regular Meeting.

Facilities Committee: Director Bergeon stated that the proposed Sports Court project has been placed on hold until the Board meets in late 2025 to review the District's 2026 budget. Chris Handley then requested that the Facilities Committee receives more direction from the Board, asking what their clear responsibilities are. Director Bergeon will share the 2025 draft budget with the Committee so they can provide their input.

Landscaping Committee: Mr. Cox discussed the Cox Landscaping proposal regarding snow removal. The Board reviewed this proposal along with a proposal received from LMI. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the Cox Landscaping proposal regarding snow removal.

Mr. Cox then discussed the Cox Landscaping proposal regarding the implementation of snow markers. After discussion, the Board denied this proposal.

Mr. Cox discussed the need for a second drain at Ridge and Spinnaker Parks. Upon motion duly made, seconded and unanimously carried, the Board approved the installation of a second drain at the parks.

Director Stadler inquired about the fence staining. Ms. Duran stated the staining should begin in October.

Communications Committee: Director Chan informed the Board that he and Ms. Cornthwaite continue to work together to create a community newsletter that will combine information from the homeowner's association and the District. Director Chan reported that he would like to implement an app for the community. He also suggested consolidating the community's social media accounts.

PUBLIC COMMENT

None.

MANAGEMENT
REPORT

Ms. Duran discussed the proposal from PBC Professional Building Cleaning. Following further discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal subject to clarification and final review.

Ms. Cornthwaite informed the Board that she, Director Chan and Director Bergeon discussed the status of the audio-visual equipment and the use of Oyster Digital to repair and upgrade the current system. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved Oyster Digital to complete the work in an amount not to exceed \$12,000. The Board then authorized Oyster Digital to continue future repairs on an as needed basis.

Ms. Cornthwaite presented the proposal from Kiowa Farm regarding horse drawn carriage rides. She informed the Board that the carriage rides would coincide with the tree lighting ceremony during the 2024 holiday season. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the proposal from Kiowa Farm.

LANDSCAPING
REPORT

Mr. Cox presented Cox Landscaping's monthly newsletter and reviewed various landscaping items approved during the Consent Agenda and Landscaping Committee report.

SAFETY AND
SECURITY REPORT

No report to provide.

CONSTRUCTION
AND ENGINEERING
REPORT

No report to provide.

LEGAL REPORT

Ms. Luetjen informed the Board that she met with Director Stadler, MT and Highstreet TCW to discuss insurance risk management options. Mr. Buenfil discussed using MT as the District's insurance risk management firm. Director Stadler directed Mr. Buenfil to prepare and present a formal proposal at the October regular meeting.

Ms. Luetjen then discussed her presentation at the 2024 Special District Association conference, where she discussed successful metropolitan districts in the metro area, using Southshore as an example.

OTHER
CONTRACTS

None.

DISCUSS FORCE
POOLING OPTIONS

Director Chan informed the Board that the oil and gas operator has not started the pooling process and will not do so until the public has been notified, at least sixty to ninety days prior. Director Chan reached out to an attorney who specializes in this type of situation. Following discussion and upon motion duly made, seconded and unanimously carried, the Board authorized Director Chan to request an engagement letter for special counsel services. He will come back to the Board with more information at the October meeting.

EXECUTIVE
SESSION

Not needed.

ACTION ON
MATTERS
DISCUSSED IN
EXECUTIVE
SESSION

None.

OTHER MATTERS

Ms. Duran discussed options for the storage of the pool furniture during the off season. The Board directed Ms. Duran to research further and provide her findings at the October meeting.

ADJOURNMENT

There being no other matters to come before the Board, the meeting was adjourned at approximately 7:30 p.m.

Respectively submitted,

Sarah H. Luetjen, Secretary for the meeting

APPROVED

Ryan Zent

Kevin Stadler

Kevin Chan

Colette Palmer

Jeff Bergeon

ITEM 5(D)**MANAGEMENT TRUST REPORT (HERNAN)**

SOUTHSHORE METROPOLITAN DISTRICT

The Management Trust Report - GM

October 8,2024

Executive Summary: This month has been marked by another significant step forward for the Southshore community, with continued improvements in resident satisfaction and overall service. We've made notable progress in enhancing resident interactions at the front desk, where feedback has been overwhelmingly positive, with numerous compliments from residents. The cleanliness of the clubhouse has also seen significant improvement as we collaborate with System 4 to maintain hotel-level standards of cleanliness throughout the facility.

Our staff morale remains strong, with no turnover except for the Front Office Manager position. Fortunately, one of our agents has stepped up to take on this role and is performing exceptionally well. Angel has been working diligently on several key community improvement projects, which are now visibly improving the overall quality of the community. We're confident these ongoing efforts are driving Southshore in the right direction as we move into the winter months.

Our **Lifestyle team** has also been doing extremely well, achieving many wins while identifying areas for further improvement. They continue to provide engaging and enriching experiences for our residents, although we've recognized a few aspects we can fine-tune to deliver even better outcomes in the future. Their efforts have significantly contributed to the positive energy in the community, and we're excited to see this progress continue.

In terms of facility management, **Front Range Recreation** has begun the process of winterizing the pool in preparation for the colder months. In addition, they've started the pool resurfacing project, which is scheduled to be completed before winter, ensuring that the pool will be in top condition and ready for use in the 2025 season.

Additionally, we have begun collaborating with Kevin S. on the 2025 budget, focusing on long-term sustainability and strategic growth for the community. With these ongoing initiatives, we are confident that Southshore is well-positioned for continued success and growth, reinforcing our commitment to excellence as we move into winter.

Recommended Expenditures:

None From GM

Requested Board Actions:

None From GM

ITEM 5(D)**MANAGEMENT TRUST REPORT (ANGEL)**

SOUTHSHORE METROPOLITAN DISTRICT

District Management Report

October 8, 2014

Executive Summary: Working with Ryan at Cascade Water Feature to troubleshoot what might be causing the pond to lose water. He is confident that it's like the repair that we did earlier this season on the left side of the water feature where we bypassed the underground plumbing and installed above ground. He filled it last week to see how quickly the water decreased and it's still full, which means it's likely the plumbing on the opposite side of the feature. Since we are nearing the winterization of the feature, this may be something we should consider approving so that it's fully functional next season.

Exterior lights at the Lakehouse – It appears the timer was set to turn off at midnight. Not sure who set it that way, but the electrician showed Elias how to program it going forward. I also requested to receive information on how to get them to be our emergency after hours electrician. Vitaliy is to provide me with their rates for BOD review next month.

Elias attempted to pressure wash the lighthouse monument with all the cobwebs, but he doesn't have access to water. Since COX has water tanks, I requested this from him, and it would just be his technician's standard rate. Randy has it on his to-do list as it is less than \$500.

Reached out to Patrick again regarding our Holiday lighting and waiting to hear back.

RTC is scheduled to meet me this week to walk the stairs again and eta for the work is 10/7-10/19.

Gutter cleaning and repairs is scheduled 10/02.

Recommended Expenditures:

1. COX proposal re repair damaged low voltage wiring in the amount of \$1,446.00 for [approval].
2. Vandre Electric proposal re 2nd timer circuitry, addtl. fault discovered in trace from the previous troubleshoot in the amount of \$1,398.00 for approval. Is there any specific notice that we are supposed to provide to the homeowner
3. Smart stop self-storage proposal re pool furniture storage in the amount of \$276.00/monthly [they offer lump sum prepayment option as well; for approval.

Requested Board Actions: The dishwasher and ice maker installation has been completed, but unfortunately, the plumber found that they are not in working order. The dishwasher leaks due to the sensor not registering that it's full and there is a brass coupling attached to the water

filter for the ice maker that needs to be replaced. He recommended that we hire an appliance technician to try to repair or replace the items. This is not in their scope of work.

HVAC fence partially installed. There was an issue with the installation for the fence. All underground main electrical lines were traced by the utility company, but not the low voltage lights that were buried under the rocks/mulch. After speaking with Mike the sales rep, he indicated that it's the responsibility of the property owner to communicate to them prior and they cannot be responsible for the damages as they were not aware of the electrical lines. I had Randy inspect and they can repair and move so that the installation for the back portion of the fence can get completed.

We are having issues with our internet network, which has caused us to lose access to the camera system on our side of things. I partnered with Security Central, and they have a live feed active. I partnered our IT department with Security Central so that they can troubleshoot some more and get it resolved.

Patio pool furniture. I called a location that has a better rate that we can get locked in which is \$276/monthly called Smart Stop Self-storage. I reserved 2 – 10'x'20' units. They are aware that SSMD is tax exempt, and I have the reservation for 7 days with the locked in pricing.

Front Range – there is a crack in the plumbing for the Lighthouse kids' pool activity play area. Eli is working up a BID to provide to BOD for approval. It was discovered during the winterization process and blowing out the pipes. This will be provided to BOD during off-cycle most likely for approval. Eli will create it as a "NOT TO EXCEED" proposal since there can be many factors that come up as they dig up or break through the concrete to repair the line.

How do I go about getting deposits paid to begin work? It appears that this is a huge barrier. Is there a procedure that we can create to ensure this is happening and how can I track payment? Our door at Lakehouse was never ordered due to them never receiving 50% deposit and the RamJack for the concrete repairs is requiring a 40% deposit as well.



Vandre Electric & Refrigeration Co.

"Serving the Denver Metro Area Since 1953"

4420 Allison Street, Suite B • Wheat Ridge, CO 80033 • Phone: 303-777-2318 • Fax: 303-484-5441

September 23, 2024

The Management Trust
3091 South Jamaica Court
Suite 100
Aurora, Colorado 80014

Attention: Angel Duran Phone: (303) 750-0994 x2366 Email: angel.duran@managementtrust.com

Estimate Number: 90531.3 Second Timer Circuitry

Project Location: Lakehouse At Southshore 27151 E Lakeview Dr, Aurora, CO 80016

Scope of Work: Repair sprinkler timer wiring at S. Vandriver Way and E. Southshore Pkwy.

Quote Amount: \$1,398.00

See Terms & Conditions

On 6/19/24 Vandre Electric and Refrigeration Company performed troubleshooting of underground wiring at cul-de-sac (S. Vandriver Way and E. Southshore Pkwy) sprinkler timer and found that there is a partially shorted wiring between the service and the timer. The power source is in the backyard of house #7127 S. Vandriver Way.

On 7/19/24 Vandre Electric and Refrigeration Company performed advanced troubleshooting of underground wiring at cul-de-sac (S. Vandriver Way and E. Southshore Pkwy) sprinkler timer and found that there is an underground shorted wire underneath the sprinkler clock concrete pad. At the time of the troubleshooting, we did not find any additional underground shorts.

On 9/3/24 Vandre Electric and Refrigeration Company performed repairs to the damaged UF underground cable at the timer pedestal. The power to the circuit was restored and timer was working. We received an e-mail from The Management Trust representative one week later that the timer lost power again. After the advanced troubleshooting of underground wiring at cul-de-sac (S. Vandriver Way and E. Southshore Pkwy) sprinkler timer circuit we have found another underground fault at the power supply pedestal in the backyard of Residence 7127 S Vandriver Way Aurora, CO 80016.

Vandre Electric and Refrigeration Company proposes the following work for the above captioned project location:

1. Dig up the ground at the meter/load center pedestal to locate the damaged portion of the sprinkler timer 120-volt circuitry.
2. Repair the damaged portion of the circuitry at that location.
3. Back fill the trench.

Note: Additional repairs maybe needed by the professional landscaping company to the grass at the meter/load center pedestal. These repairs are not a part of this proposal.

Terms and conditions of this estimate:

- 1) This proposal excludes the following:

A) Any work not specifically listed above.

Continued on next page,



Vandre Electric & Refrigeration Co.

"Serving the Denver Metro Area Since 1953"

4420 Allison Street, Suite B • Wheat Ridge, CO 80033 • Phone: 303-777-2318 • Fax: 303-484-5441

Quote number 90531.3 Second Timer Circuitry, continued:

- B) Any repairs to existing deficiencies not listed above.
 - C) Any additional work and/or materials generated by a change in the scope of work. All additional work shall be billed on a Time and Material basis unless arrangements are made to quote the additional work with an Electrical Supervisor.
 - D) Any additional work and/or upgrades generated by the building department, utility company, electrical engineer and/or their representatives, and any permit fees.
 - E) Any additional work in case of hazardous material testing, abatement, and/or removal.
 - F) Any repairs, alternations and/or replacement of private underground utilities that may be damaged as a result of excavating, saw cutting, jack hammering, etcetera.
- 2) This estimate is based on the existing circuitry being in a usable and stable condition.
 - 3) This estimate may be invalid if not accepted within 30 days.
 - 4) All work shall be performed during normal business hours (Monday through Friday 7 A.M to 5 P.M.).
 - 5) Nothing in this agreement shall require Seller (**Vandre Electric and Refrigeration**) to continue performance if timely payments are not made for suitably performed work or stored material. The Buyer (**The Management Trust**) is to prepare all work areas so as to be acceptable for Seller under contract. The seller will start work when sufficient areas are ready to insure continued work.
 - 6) This proposal is in accordance with the seller's understanding of the requirements of this project from information received from the buyer, or its agent, and if written plans and specifications are furnished, the seller's interpretation of them.
 - 7) The seller assumes no responsibility as to the accuracy or suitability of such plans and specifications. It is further understood and agreed that this proposal and contract does not include any labor, or materials not specifically mentioned. Unless otherwise provided in the plans and specifications, the seller shall have the right to select all materials. When specified materials are unavailable, the seller shall have the right to substitute materials of equal or better quality.
 - 8) Nothing in this agreement shall serve to void Seller's right to file a lien or claim on its behalf in the event that any payment is not timely made.
 - 9) No work shall commence until Vandre Electric has received a signed copy of this quote.
 - 10) Payment, 50% down to start and final due upon completion with approved credit, and or card on file.
 - 11) All sums not paid when due shall bear interest at the rate of 2% per month (24% per annum) or the maximum legal rate permitted by law, whichever is less. The buyer shall pay all costs of collections, including reasonable attorney fees.
 - 12) All workmanship is guaranteed against defect for a period of thirty days from the date of installation. This warranty is in lieu of all other warranties, expressed or implied. The exclusive remedy shall be that the seller will repair or replace any part of its work which is found to be defective. The seller will not be responsible for damage to its work by other parties or for improper use of equipment by others.
 - 13) Acceptance of this proposal by the buyer shall be acceptance of all terms and conditions recited herein, which shall supersede any conflicting terms in any other proposal. Any of the buyer's terms and conditions in addition or different to this proposal are objected to and shall have no effect. The buyer's agreement herewith shall be evidence by the buyer's signature hereon or by permitting the seller to commence work for the proposed project.

Continued on next page,



Vandre Electric & Refrigeration Co.

"Serving the Denver Metro Area Since 1953"

4420 Allison Street, Suite B • Wheat Ridge, CO 80033 • Phone: 303-777-2318 • Fax: 303-484-5441

Quote number 90531.3 Second Timer Circuitry, continued:

14) Due to market conditions all materials are subject to price increase at any time unless this quote expressly states that pricing for any item is firm or fixed.




If you have any questions, please call me at (303) 777-2318. Thank you for the opportunity to quote this work.

Sincerely,

Vitaliy Kupin
Electrical Supervisor

Accepted: _____ Date: _____
Authorized Agent for The Management Trust/ Lakehouse at Southshore 27151 E Lakeview Dr, Aurora, CO

Reservation Confirmation SmartStop - Aurora - S Gartrell Rd Duran, Angel 241001194700424


 store6078@smartstop.com
To  Angel Duran
Cc  store6078@smartstop.com

Reply

Reply All

Forward

Wed 10/2/2024 5:56 PM

 Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

Hello Angel Duran

We are excited you have decided to rent with us! Your unit has been reserved at 6950 S Gartrell Rd 80016 CO, Aurora. Don't forget to bring a government issued photo ID when you come in to sign your lease. We look forward to your visit!

Your Confirmation Number is: 241001194700424

Your Information

Angel Duran

Phone: (720)880-0276

Email: angel.duran@managementtrust.com

Move-In Date: 10/08/2024

Storage Unit Details

10X20 - Outside - Drive Up

Move-In Cost

One Time Admin Fee \$29.00

Monthly Rent 276.00

Offer expires 10/08/2024

ITEM 5(E)

COX LANDSCAPING REPORT

Landscape Monthly Status Report

Project Name	Reporting Cadence
Southshore Metro District	Monthly (for Board Meetings)
Date	Prepared by:
August 2024	Kevin Cox

III. Lawn Care - Provide updates regarding Mowing/Edging, Fertilization, Weed, Disease and Pest Control – all items listed in contract. Update on any changes, overall maintenance, status and any concerns to be shared with the Board.

-Weekly mowing of turf areas completed.

-Monthly edging

IV. Shrubs/Plants - Provide update regarding Edging, Pruning, Weed, Disease and Pest Control – all items listed in contract. Update on any changes, overall maintenance, status and any concerns to be shared with the Board.

V. Tree Care - Provide update regarding Pruning, Staking, Insect Control, Tree Wells – all items listed in contract. Update on any changes, overall maintenance, status and any concerns to be shared with the Board.

-Plant Health Care – Pine Beetle, Aphid/Mite sprays completed, deep riit fertilizer for young deciduous trees scheduled in late October.

-Plant completed and submitted.

-Tree & shrub pruning completed.

Misc items as listed in Contract – Provide update on any changes, overall maintenance, status and any concerns to be shared with the Board.

-Weekly checking and replacement of trash and dog waste bags.

-Weekly poo patrol of the dog park.

-Weekly algae treatments to all three ponds.

VI. Wood and Rock Mulched Areas-

-Approved proposals completed.

VII. Native Areas-

-Native areas sprayed for broadleaf weed July 1st - 2nd and July 22nd-25th.

-Native mowing complete.

-Beauty banding in process.

-Trash removed.

VII. Irrigation Systems-

-Pumps gallons recorded.

-Daily irrigation inspections and repairs.

IX. Landscape Debris Cleanup-

-Policing of property for trash, signs, and debris.

X. Aeration-

--In process as of 10/1/2024.

XI. Winter Services-

Snow contract delivered and approved at September 2024 BOD meeting, yet to receive signed agreement

Special Projects (provide an update to any special funding approved by the Board and their status)

- **Proposal #42696 (\$66,255.00) – Annual plan for the care of community trees. Includes fertilizer application for young trees to encourage root development, pine beetle spray to protect conifers, and a general aphid/mite spray for winter protection. Tree fertilizer scheduled late October.**
- **Proposal #43046 (\$2,552.00) – Titus turf repairs. Completed 9/12/2024.**
- **Proposal #43299 (\$5,212.00) – Filter Maintenance – 1 occurrence. Scheduled immediately following system winterization.**
- **Proposal #43324 (\$5,068.00) – Median Plant Re-Locate. Completed 9/25/2024.**
- **Proposal #43434 (\$1,980.00) – Underdrain @ Ridge Park (with option for others). Scheduled week of October 9th.**
- **Proposal #43604 - Power washing of interior of lighthouse monument at the SE corner of Powhatan & Southshore Pkwy (<\$300 – T&M). Scheduled October 3rd.**
- **Proposal #43592 (\$1446.00) – Repair/Move LV lighting wire at Lakehouse. Awaiting approval.**



Cox Professional Landscape Services LLC
14051 E Davies Ave Unit A
Centennial, CO 80112

70
Proposal #43592
Created: 09/30/2024
Date: 10/03/2024
From: Wesley R Cox

Proposal For

Southshore Metropolitan District

c/o Cockrel Ela Glesne Greher & Ruhland
44 Cook Street, Suite 620
Denver, CO 80206

southshoremtno.21@bill.com; angel.duran@managementtrust.com; michele.rittgers@managementtrust.com; Lucinda@simmonswheler.com

Location

27151 E Lakeview Dr
Aurora, CO 80016

SMD - REPAIR LV WIRING: LAKEHOUSE

Terms
Net 30

ITEM DESCRIPTION	QUANTITY	UNIT PRICE	AMOUNT
General Labor:2024 SOUTHSORE General Labor Skilled Landscape Labor	20 Hr	\$ 70.00	\$ 1,400.00
NDB107BC Valve Box, 7" Round w/Cover Green Black 107BC	2	\$ 18.00	\$ 36.00
Wire Low voltage landscape wire per foot	10	\$ 1.00	\$ 10.00

Client Notes

Move and repair low voltage wiring to allow for fence installation around the HVAC area on the west side of the building. Move existing wires southward to allow for unimpeded fence installation (see map).

All work will be completed in accordance with these plans unless subsequent changes are agreed upon in writing. Balances not paid by the due date are subject to late fees.

Signature

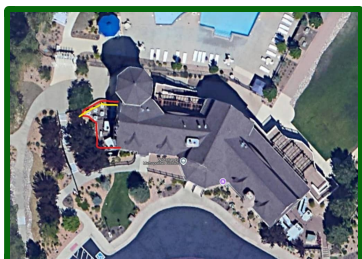
x

Date:

Please sign here to accept the terms and conditions

SUBTOTAL	\$ 1,446.00
TOTAL	\$ 1,446.00
DEPOSIT AMOUNT (50.0%)	\$ 723.00
DUE DATE	11/02/2024

Photos



ITEM 6(A)

REVISED MAY 13, 2024 MEETING MINUTES

RECORD OF PROCEEDINGS

REVISED* MINUTES OF THE REGULAR MEETING OF SOUTHSHORE METROPOLITAN DISTRICT

HELD MAY 13, 2024

A Regular Meeting of the Board of Directors of the Southshore Metropolitan District was held on May 13, 2024 at 6:00 p.m. The Meeting was held by virtual attendance on Zoom at <https://us06web.zoom.us/j/86893684211?pwd=zQck6IGSjl1t1rVh21lPZ6ltKlURFp7.1>, +17193594580, 86893684211# US, +16699006833, 86893684211# US (San Jose)

** The May 13, 2024 Regular Meeting Minutes were approved on June 11, 2024. After approval, a typo was found under the "District Committee Update" section. The May Minutes have since been revised to fix this error, and this revised version will be discussed and up for approval at the October 8, 2024 Regular Meeting.*

ATTENDANCE

Directors in Attendance were:

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):

Ryan Zent, President

Also in Attendance were:

David A. Greher and Sarah H. Luetjen of CEGR Law
Cathy Hamilton of Simmons & Wheeler
Michele Rittgers, Hernan Buenfil, Jen Cornthwaite and Angel Duran of
The Management Trust
Doug Richter of Earnweald
Randy Cox of Cox Landscaping
Andy Carroll of Metro Security
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 and sent to the City of Aurora Clerk. The certification of posting is attached hereto. The notice also included the agenda items.

CONSENT
AGENDA

April 9, 2024 Regular Meeting Minutes

Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the consent agenda, as presented.

DISTRICT
COMMITTEE
UPDATES

Bond Rating Update: Mr. Greher noted that Moody upgraded District Bond ratings from BAA2 to BAA1 ~~to BAA2~~. Mr. Greher further indicated that the District doing very well and credit markets are recognizing this. Moody's Press Release (Upgrade of District Credit Rating) and Credit Opinion are attached hereto.

Change to HOA Dues: It was reported that the Southshore Master Association (the "Association") had lowered its dues to \$30 per month (from \$135).

Inclusion: Letters regarding inclusion into the District were sent to sixteen properties within the community that inadvertently lie outside of the District's boundaries. Mr. Greher indicated that one petition for inclusion has been properly executed and submitted to the District: 27663 Euclid Drive and a Public Hearing on Inclusion will be held at the next regularly scheduled meeting.

Manager's Report: Mr. Buenfil stated that on-site Staff is on board and doing great. Newly hired Maintenance Technician (Elias Chacon) has started and has begun work on an extensive action item list.

The Management Trust staff in attendance were introduced to the Board.

Director Stadler discussed Game replacements in the arcade areas of the Lighthouse, with the Board. He noted that they would like to remove the pinball machine and replace with a more functional, sturdy and reliable game. Director Stadler recommended the company Game Exchange. Ms. Duran will research and present findings at the next Regular Meeting.

Director Stadler discussed the pole mounts for 50 US flags to be installed for display at patriotic events and holidays. Director Stadler stated that 50 mounts would cost approximately \$4,000. After motion duly made, seconded and unanimously approved, the Management Trust was authorized to purchase 50 pole mounts and flags at an amount not to exceed \$5,000 provided Mr. Carroll confirms there are no city restrictions to installing said mounts.

LANDSCAPING
UPDATE

Mr. Cox indicated:

1. Aeration, Fertilizer application, Pre-emergent weed abatement (first application) have all been completed and additional weed abatement applications will occur two more times before the end of the month.
2. Mowing operations have started.
3. Dog station repairs have been completed.
4. Perennial plantings are almost complete.
5. Smaller projects at the Lakehouse are complete.
6. May community newsletter update has been sent.
7. Irrigation system has been activated.
8. Both pump stations operating as expected.
9. They are getting lots of calls about broken heads etc. and are working through those.

Mr. Cox requested to store an ATV and some landscaping equipment in the Boathouse once the boats have been removed and are in the water. It has been recently reinforced so should be very secure. The Board informally indicated its approval.

Mr. Cox would like to map out the community irrigation system and will provide the Board with an estimate of costs for the mapping.

Mr. Cox requested additional keys to allow his team access to all backflow cages and storage areas behind the main monument. Ms. Duran will ensure these keys are provided to Mr. Cox.

Multiple proposals from Mr. Cox's company were presented and discussed.

NEW CONTRACTS

Fusion Signs Proposal dated May 2, 2024 for Community Banners was held for further discussion and consideration. No action was taken.

Phase 4 Deep Cleaning Proposals have been tabled until additional competing bids have been presented.

After discussion and motion duly made, seconded and unanimously carried, the following proposals were ratified for approval

- Cox Proposal 42532
- Cox Proposal 42639*
- Cox Proposal 42646
- Cox Proposal 42645
- Cox Proposal 42644
- Cox Proposal 42647

- Cox Proposal 42649
- Cascade Water Features Proposal 1203 – Condition: not included in EDI scope
- Cascade Water Features Proposal 1204 – Condition: not included in EDI scope
- Arbor Scape Proposal 20240412
- Vandre Electric Proposal 90477**
- Custom Fence Proposal Dated 5/7/24
- L&B Landscape Proposal Dated 4/20/24
- Security Central Proposal 25456
- Security Central Proposal 25388
- Oyster Digital Proposal 2897
- Cintas Facilities Equipment Agreement – Condition: a District counsel approved ICA is received.

* To be included in future contracts as part of the standard scope

** Additional clause to motion: Repair work at an amount not to exceed \$10,000.00

SECURITY UPDATE

Mr. Carroll noted that crime reports are down significantly over last year.

It is believed that the Flock security camera contract auto-renews. Mr. Greher recommended that the renewal should be approved via motion by the Board nonetheless. Ms. Rittgers will provide that contract for consideration at the next Regular Meeting. No action was taken.

ENGINEERING UPDATE

Mr. Richter indicated that there has been little activity since the last meeting. Original community plans called for sports courts by the Lighthouse. Preliminary options/ideas/concepts have been supplied to the Board. These will be reviewed and discussed at a future meeting. No action was taken.

PUBLIC COMMENT

- Dog Park Upkeep
- Warrantied Trees
- Adding City Park Dog Stations to the District Landscape scope (Mr. Cox to present a proposal for same for consideration at the next Regular Meeting).

ACCOUNTANT'S REPORT

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

After motion duly made, seconded and unanimously carried, the Board a) approved the March 31, 2024 financials, b) approved and confirmed the disbursement of \$219,206.11 as presented and c) approved the claims.

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 statutory compliance, photography location release agreement, and District boundaries, and related matters. The Board temporarily left the Regular meeting at 8:29 p.m. and reconvened in Executive Session.

The Board concluded the Executive Session and reconvened in regular session at 9:00 p.m.

ACTION ON
MATTERS DISCUSSED
IN EXECUTIVE
SESSION

None.

OTHER MATTERS

Internet Accessibility. The Board would like TMT to start managing this new requirement. Ms. Rittgers will provide further information to Board at the next board meeting.

ADJOURNMENT

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

Respectfully submitted,

Michele Rittgers, Secretary for the meeting

APPROVED

Kevin Stadler

Kevin Chan

Jeff Bergeon

Colette Palmer