

## RECORD OF PROCEEDINGS

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

HELD MARCH 12, 2024

A Regular Meeting of the Board of Directors of the Southshore Metropolitan District was held on March 12, 2024 at 6:00 p.m. The Meeting was held by virtual attendance on Zoom at <https://us02web.zoom.us/j/82259514192> (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

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##### Absent (excused):

Colette Palmer, Vice President/Assistant Secretary/Treasurer

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##### Also in Attendance were:

David A. Greher of CEGR Law  
Sarah H. Luetjen of CEGR Law  
Cathy Hamilton of Simmons & Wheeler  
Aaron Clutter of JR Engineering  
Doug Richter of Earnweald  
Various members of the public

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#### CONFLICTS OF INTEREST

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

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#### 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.

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CONSENT  
AGENDA

February 13, 2024 Regular Meeting Minutes

March 8, 2024 Special Meeting Minutes

After discussion and upon motion duly made, seconded and unanimously carried, the Board approved the Consent Agenda, as presented.

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DISTRICT  
UPDATES

Entrance Lights: Director Stadler discussed the broken lights along Powhaton and requested Mr. Richter to review and address the lights.

Retaining Wall: Director Chan informed the Board that he walked the retaining wall with the contractor and all sections have been repaired. Mr. Richter noted that he received an invoice in the amount of \$6,200 and the contractors have been paid.

Oil and Gas Axis Lease: President Zent stated in late 2022 the Board held various community meetings to discuss the details of the potential Axis Oil and Gas Lease. At that time, it was decided that the District would not enter into the Lease and would not be moving forward with Axis.

Sports Court: Mr. Clutter did not have an update to provide as there has not been any movement on this project. President Zent suggested that Director Bergeon and the Facilities Committee work together with Mr. Clutter to move forward.

Dog Park/Ridgeline Trail: Director Chan discussed the need for signs requesting that people pick up after their dogs in the Dog Park area. Director Chan then stated he would work with the Director Palmer and the Landscape Committee. Director Stadler discussed erosion in the park and around the trails. He believes these areas need to be backfilled to prevent further soil erosion. He will discuss this matter with Director Palmer and the Landscape Committee as well.

Safety and Security: President Zent informed the Board that a tire swing was damaged. Director Stadler will work with Mr. Richter and or Cox Landscaping to assess the damage. Director Stadler talked with Mr. Carroll regarding the gates and trash enclosures. Mr. Carroll ensured that these would be completed soon. Director Stadler then noted that lighting still needs to be installed at the mailbox kiosks.

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PUBLIC COMMENT

None.

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DISTRICT  
COMMITTEES  
UPDATE

Director Stadler discussed the appointment of Committee members to each of the five separate committees to address various areas of District operations. Upon motion duly made, seconded and unanimously carried, the Board appointed Lisa Buchanan to the Landscaping Committee.

Landscaping Committee: Ms. Buchanan informed the Board that she is working on setting a date and time to walk the grounds with Cox Landscaping.

Finance Committee: Director Stadler stated that the Finance Committee met and discussed the District’s budget and financial statements. The Committee will meet again in April with Ms. Hamilton to review the District’s system development fees.

Communications Committee: Director Chan noted that members are still needed for the Committee and he will work with Management Trust on communication matter.

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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 December 31, 2023 financials, as revised; (b) approved and confirmed the disbursements as presented and (b) approved the claims.

Ms. Hamilton noted that the Terminix account is being handled by both the Master Association and the District. Upon motion duly made, seconded and unanimously carried, the Board authorized Management Trust, after April 1, 2024 to work with Terminix to determine what services are being offered and to confirm coverage areas. The Board asks that Management Trust report back to the Board at the next scheduled meeting.

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NEW CONTRACTS  
FOR APPROVAL

Ms. Luetjen discussed the District’s Colorado Special District Pool (the “**CSD Pool**”) Property and Liability policy and the use of Highstreet TCW Risk Management as an Insurance Broker. Director Stadler stated that he would like the CSD Pool to come out to the community to review the

property and determine the coverages. Upon motion duly made, seconded and unanimously carried, the Board authorized Director Stadler and the Finance Committee to work with Highstreet and Management Trust. Ms. Luetjen stated that she will make the introduction between Director Stadler and Highstreet and they can set up a meeting between the groups.

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DISTRICT  
ENGINEER'S ORAL  
REPORT

Mr. Richter informed the board that various repairs to screens, the Boathouse and retaining wall have been completed. Mr. Richter then noted that he is working with Ms. Fielitz regarding the repair of the decking on the fishing dock and that a contractor will be coming out to repair the damages in the next few weeks.

Mr. Clutter discussed the 2024 Stormwater Maintenance Project with the Board He received two bids for the project and recommends Consolidated Divisions, Inc.

Mr. Clutter than discussed the dredging project stating that JR Engineering needs further direction and a budget before starting the project. Once the project begins, they will address each problem as they are discovered. He also informed the Board that JR Engineering will not handle the replanting of grass after dredging the Senac Pond.

Mr. Clutter presented Change Order #2 with RCD Construction, to the Board. Upon motion duly made, seconded and unanimously carried, the Board approved the Change Order in the amount of \$21,865.35, as presented.

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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 inclusion of property, proposed Services Agreement with Master Association, TABOR and budget issues, Underdrain project, and related matters. The Board temporarily left the Regular meeting at 7:12 p.m. and reconvened in Executive Session.

The Board concluded the Executive Session and reconvened in regular session at 7:54 p.m.

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ACTION ON  
MATTERS  
DISCUSSED IN  
EXECUTIVE  
SESSION

The Board discussed the proposals and information presented by Mr. Clutter.

Upon motion duly made, seconded and unanimously carried, the Board approved Consolidated Divisions, Inc. to conduct the 2024 Stormwater Maintenance Project.

Upon motion duly made, seconded and unanimously carried, the Board approved the QP Services to work on the underdrain project, at a budget not to exceed \$500,000. It was noted that this project will be billed separately from JR Engineering.

President Zent discussed the Service Agreement with the Master Association. Upon motion duly made, seconded and unanimously carried, the Board authorized President Zent and Director Palmer to approve a final Services Agreement in substantially the form as presented to the Board.

Director Stadler discussed the matter of a membership fee with the Board. Director Stadler noted that he will work with Ms. Hamilton and Management Trust to discuss this further.

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OTHER MATTERS

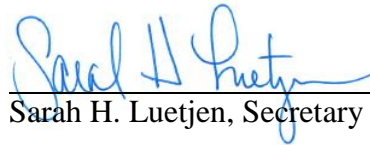
Ronnie Johnson of the Master Association stated that the Association is coming close to an agreement with the District and will meet again on Thursday, March 14, 2024.

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ADJOURNMENT

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

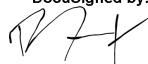
Respectively submitted,




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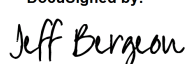
Sarah H. Luetjen, Secretary for the meeting

APPROVED

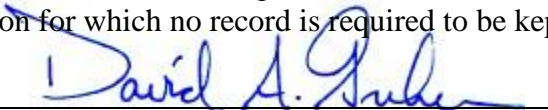
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Ryan Zent

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Kevin Chan

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Kevin Stadler

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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 March 12, 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.

  
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David A. Greher, General Counsel

**Certificate Of Completion**

Envelope Id: BAEDFAC472F54F3199BA08196A118829  
 Subject: Complete with DocuSign: SSMD March 12, 2024 Regular Meeting Minutes  
 Source Envelope:  
 Document Pages: 7 Signatures: 4  
 Certificate Pages: 5 Initials: 0  
 AutoNav: Enabled  
 Enveloped Stamping: Enabled  
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed  
  
 Envelope Originator:  
 Sarah Luetjen  
 44 Cook Street, Suite 620  
 Denver, CO 80206  
 sluetjen@cegrlaw.com  
 IP Address: 50.207.72.210

**Record Tracking**


Status: Original  
 6/26/2024 1:25:38 PM  
 Holder: Sarah Luetjen  
 sluetjen@cegrlaw.com

Location: DocuSign

**Signer Events**

Jeff Bergeon  
 jbergeon@southshoremetro.org  
 Security Level: Email, Account Authentication  
 (None)

**Signature**

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 Signature Adoption: Pre-selected Style  
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Kevin Chan  
 kchan@southshoremetro.org  
 Security Level: Email, Account Authentication  
 (None)

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Kevin Stadler  
 kstadler@southshoremetro.org  
 Vice President  
 Security Level: Email, Account Authentication  
 (None)

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Ryan Zent  
 rzent@southshoremetro.org  
 President  
 Security Level: Email, Account Authentication  
 (None)

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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
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Signing Complete	Security Checked	6/27/2024 6:14:22 AM
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Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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