

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTHLANDS METROPOLITAN DISTRICT NO. 1 HELD FEBRUARY 14, 2023

A Regular Meeting of the Board of Directors (referred to hereafter as “Board”) of the Southlands Metropolitan District No. 1 (referred to hereafter as “District”) was convened on Tuesday, the 14th day of February, 2023, at 9:30 a.m. at Southlands Shopping Center, Management Office, 6155 South Main Street, Suite 260, Aurora, Colorado 80016. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Martin Liles
Joyce Rocha
April Elliott

Also In Attendance Were:

Ann E. Finn; Special District Management Services, Inc.

Clint C. Waldron, Esq.; White Bear Ankele Tanaka & Waldron P.C.

Thuy Dam; CliftonLarsonAllen, LLP

Tim Flanagan; Sustainable Landscapes Colorado, LLC (for a portion of the meeting)

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: Ms. Finn noted that a quorum was present and that disclosures for those Directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State’s Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Finn asked the Board whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

ADMINISTRATIVE MATTERS

Agenda: Ms. Finn noted she had distributed for the Board’s review and approval a proposed Agenda for the District’s Regular Meeting.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Elliott, seconded by Director Rocha and, upon vote, unanimously carried, the Agenda was approved, as presented.

Minutes: The Board reviewed the Minutes of the November 15, 2022 Regular Meeting, December 19, 2022 and January 9, 2023 Special Meetings.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the Minutes of the November 15, 2022 Regular Meeting, December 19, 2022 and January 9, 2023 Special Meetings were approved, as presented.

PUBLIC COMMENTS There were no public comments at this time.

FINANCIAL MATTERS

Claims: The Board considered ratifying approval of the payment of claims for the period ending as follows:

Fund	Period Ending Nov. 30, 2022	Period Ending Dec. 31, 2022	Period Ending Jan. 31, 2023
General	\$ 101,660.13	\$ 430,251.01	\$ 229,393.02
Debt Service	\$ -0-	\$ -0-	\$ -0-
Capital Projects	\$ 4,573.47	\$ 1,642.40	\$ 272.86
Total Claims	\$ 106,233.60	\$ 431,893.41	\$ 229,665.88

Following review, upon motion duly made by Director Liles seconded by Director Rocha and, upon vote, unanimously carried, the Board ratified approval of claims, subject to final review by Director Elliott of the snow removal invoices.

Financial Statements: Ms. Dam reviewed with the Board the unaudited financial statements of the District for the period ending December 31, 2022 and Cash Position Schedule, dated December 31, 2022, updated February 6, 2023 and Operations Fee Report.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Liles and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending December 31, 2022 and accepted the Cash Position Schedule, dated December 31, 2022, updated February 6, 2023 and Operations Fee Report.

LEGAL MATTERS

Procedures for Advertising, Special Event and Street Closure Permit: Attorney Waldron reviewed with the Board a Procedures for Advertising, Special Event and Street Closure Permit.

RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the Board approved the Procedures for Advertising, Special Event and Street Closure Permit as revised.

Advertising, Special Event and Street Closure Permit Application and Agreement: Attorney Waldron reviewed with the Board an Advertising, Special Event and Street Closure Permit Application and Agreement.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the Board approved the Advertising, Special Event and Street Closure Permit Application and Agreement, subject to one revision. The Board requested that all signs be removed 24 hours after an event.

2023 Special Events Permit from M&J Wilkow: The Board entered into discussion regarding the 2023 Special Events Permit from M&J Wilkow. Director Rocha noted she working on the schedule for 2023.

Bill of Sale for the Holiday Décor: The Board reviewed a Bill of Sale for the Holiday Décor between M & J Wilkow Properties, LLC as the seller and the District as the buyer.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the Board approved the Bill of Sale for the Holiday Décor between M & J Wilkow Properties, LLC.

Regular Election for Directors on May 2, 2023: Attorney Waldron updated the Board concerning the May 2, 2023 Regular Election for Directors. He noted the Self-Nomination Forms are due on February 24, 2023.

OPERATIONS AND MAINTENANCE

Presentation of Floral Design by Sustainable Landscape Colorado: Mr. Flanagan made a presentation to the Board regarding the 2023 floral design.

Independent Contractor Agreement for the 2023 Floral Program: The Board reviewed an Independent Contractor Agreement for the 2023 Floral Program between the District and Sustainable Landscape Colorado, LLC.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Liles and, upon vote, unanimously carried, the Board approved the Independent Contractor Agreement for the 2023 Floral Program between the District and Sustainable Landscape Colorado, LLC, subject to revisions as noted.

RECORD OF PROCEEDINGS

Access Permit for the E-470 Monument Signs: Ms. Finn noted she is working on obtaining an access permit from the E-470 Public Highway Authority and the District may need to engage a surveyor.

Retaining Wall Repair Work: Ms. Finn reported the retaining wall repair work is ongoing.

Main Street Monument lighting enhancements (YESCO): Director Liles noted he met with Derrick Campbell with YESCO regarding a proposal for the Main Street Monument lighting enhancements and they are working on scope of service.

Independent Contractor Agreements for 2023 Maintenance Services:

Independent Contractor Agreement for Landscape Maintenance Service between the District and Keesen Landscape Management, Inc.: The Board reviewed an Independent Contractor Agreement for Landscape Maintenance Services between the District and Keesen Landscape Management, Inc.

Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Board ratified approval of the Independent Contractor Agreement for Landscape Maintenance Services between the District and Keesen Landscape Management, Inc.

Independent Contractor Agreement for Hanging Baskets between the District and Ecogreen Landscape, LLC: The Board reviewed an Independent Contractor Agreement for Hanging Baskets between the District and Ecogreen Landscape, LLC.

Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Board ratified approval of the Independent Contractor Agreement for Hanging Baskets between the District and Ecogreen Landscape, LLC.

Independent Contractor Agreement for Site Lighting Maintenance Services between the District and Full Spectrum Lighting LLC: The Board reviewed an Independent Contractor Agreement for Site Lighting Maintenance Services between the District and Full Spectrum Lighting LLC.

Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Board ratified approval of the Independent Contractor Agreement for Site Lighting Maintenance Services between the District and Full Spectrum Lighting LLC.

RECORD OF PROCEEDINGS

Independent Contractor Agreement for Street Sweeping Services between the District and Common Area Maintenance Services, LLC: The Board reviewed an Independent Contractor Agreement for Street Sweeping Services between the District and Common Area Maintenance Services, LLC.

Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Board ratified approval of the Independent Contractor Agreement for Street Sweeping Services between the District and Common Area Maintenance Services, LLC.

Independent Contractor Agreement for Pest Control Services between the District and Animal & Pest Control Services, Inc.: The Board reviewed an Independent Contractor Agreement for Pest Control Services between the District and Animal & Pest Control Services, Inc.

Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Board ratified approval of the Independent Contractor Agreement for Pest Control Services between the District and Animal & Pest Control Services, Inc.

Independent Contractor Agreement for Security Services between the District and Universal Protection Service, LLC d/b/a Allied Universal Security Services: The Board reviewed an Independent Contractor Agreement for Security Services between the District and Universal Protection Service, LLC d/b/a Allied Universal Security Services.

Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Board ratified approval of the Independent Contractor Agreement for Security Services between the District and Universal Protection Service, LLC d/b/a Allied Universal Security Services.

Independent Contractor Agreement for Main Street Monument Lighting Enhancements Between the District and Yesco LLC: The Board deferred discussion.

CAPITAL IMPROVEMENTS

Wayfinding Signs: The Board entered into discussion regarding upgrading the wayfinding signs. Director Liles noted the estimate he received from YESCO LLC was \$150,000. No action was taken by the Board at this time.

OTHER MATTERS

There were no other matters.

RECORD OF PROCEEDINGS

ADJOURNMENT

There being no further business to come before the Board at this time, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the meeting was adjourned.

Respectfully submitted,

By: Jayla Rocha
Secretary for the Meeting