

## RECORD OF PROCEEDINGS

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### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE SOUTHLANDS METROPOLITAN DISTRICT NO. 1 HELD JUNE 17, 2025

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 17<sup>th</sup> day of June 2025, 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.

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#### ATTENDANCE

#### Directors In Attendance Were:

Martin Liles  
April Elliott

#### Also, In Attendance Were:

Ann Finn; Public Alliance LLC

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

Thuy Dam; CliftonLarsonAllen, LLP

Michelle Huntley, Crystan Blanco and William Pollard; M&J Wilkow Ltd.

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#### DISCLOSURES OF POTENTIAL CONFLICTS OF INTEREST

Disclosures 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. Attorney Waldron 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.

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#### ADMINISTRATIVE MATTERS

Agenda: Ms. Finn noted a proposed agenda for the District's Regular Meeting had been distributed for the Board's review.

Following discussion, upon motion duly made by Director Elliot, seconded by Director Liles and, upon vote, unanimously carried, the agenda was approved, as presented.

## RECORD OF PROCEEDINGS

---

**Minutes:** The Board reviewed the Minutes of the April 30, 2025 Meeting.

Following discussion, upon motion duly made by Director Liles, seconded by Director Elliott and, upon vote, unanimously carried, the Minutes of the April 30, 2025 Meeting were approved, as presented.

**2025 SDA Annual Conference:** Ms. Finn noted that interested Board Members may attend the 2025 Special District Association's Annual Conference in Keystone on September 16-18, 2025. She also advised the Board to let her know if they are interested in attending so her office can register them for the conference.

**Appointment of Directors:** The Board entered into discussion regarding the appointment of Michelle Huntley, Crystan Blanco, and William Pollard to fill vacancies on the Board of Directors. It was noted that a Notice of Vacancy was published on May 29, 2025, in accordance with statutory requirements.

Following discussion, upon motion duly made by Director Liles, seconded by Director Elliott and, upon vote, unanimously carried, the Board appointed Michelle Huntley, Crystan Blanco, and William Pollard to the Board. The Oaths of Office were duly administered by Director Liles.

**Election of Officers:** The Board entered into discussion regarding the election of Officers for the District.

Following discussion, upon motion duly made by Director Liles, seconded by Director Elliott and, upon vote, unanimously carried, the Board elected Director Martin as President, Director Huntley as Treasurer, Director Pollard as Secretary, and Director Blanco as Assistant Secretary.

**PUBLIC  
COMMENTS**

There were no public comments.

**CONSENT  
AGENDA**

The Board considered the following actions:

- Ratify approval of Independent Contractor Agreement for Playground Turf Installation Services with Mile High Turf LLC d/b/a ForeverLawn Mile High for the amount of \$42,445.68.
- Ratify approval of Independent Contractor Agreement for Playground Maintenance with Mile High Turf LLC d/b/a ForeverLawn Mile High for the amount of \$7,764.50.
- Ratify approval of Independent Contractor Agreement for Rocky Mountain Tree Care, Inc. for the amount of \$139,890.
- Ratify approval of proposal from Colorado Hardscapes for slash pad and pump room maintenance, for \$6,140.00.

## RECORD OF PROCEEDINGS

---

Following discussion, upon motion duly made by Director Liles, seconded by Director Elliott and, upon vote, unanimously carried, the Board approved and ratified approval of the Consent Agenda items.

### FINANCIAL MATTERS

**Claims:** Ms. Dam presented the Board with claims for April 23, 2025 through June 10, 2025, in the amount of \$286,342.43.

Following discussion, upon a motion duly made by Director Elliott, seconded by Director Liles and, upon vote unanimously carried, the Board approved the claims, as presented.

**Bimonthly Accounts Payable:** The Board entered into discussion regarding processing accounts payable twice per month. Following discussion, it was noted that Director Huntley will replace Director Elliott as an approver in Bill.com. Additionally, Director Pollard will be added to Bill.com with review-only access.

**Financial Statements:** Ms. Dam reviewed with the Board the unaudited financial statements for the period ending March 31, 2025.

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 for the period ending March 31, 2025.

**2024 Audit:** The Board entered into discussion regarding the 2024 Audit and Representations Letter.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Liles and, upon vote, unanimously carried, the Board accepted the 2024 Audit and authorized execution of the Representations Letter, subject to final legal review and receipt of an unmodified opinion letter from the auditor.

**Public Hearing to Adopt 2026 Budget:** The Board entered into discussion regarding setting the date for a Public Hearing to adopt the 2026 Budget.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Liles and, upon vote, unanimously carried, the Board approved setting the Public Hearing for December 2, 2025, at 9:30 a.m., to be held at the Southlands Shopping Center, Management Office, 6155 South Main Street, Suite 260, Aurora, Colorado 80016.

### LEGAL MATTERS

**Regulation 29 – Limitation on Gasoline-Powered Equipment:** Attorney Waldron provided an overview of the Colorado Department of Public Health and Environment Regulation 29, which limits the use of gasoline-powered push and handheld lawn and

## RECORD OF PROCEEDINGS

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garden equipment. He noted the State will be providing a standardized report form in connection with this regulation.

**Website Accessibility Matters:** Attorney Waldron discussed new website accessibility requirements that will take effect on June 30, 2025. He noted a copy of the new requirements will be distributed to the Board once available.

**Utility Easement Agreement:** The Board entered into discussion regarding a Utility Easement Agreement with Mall Com. Director Liles noted he is working with Mall Com to finalize the Utility Easement Agreement.

**Right-of-Way Permit:** The Board discussed the Right-of-Way Permit. Following discussion, consideration was deferred.

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### **OPERATIONS & MAINTENANCE**

**2025 Street Repair Work:** The Board entered into discussion regarding 2025 street repair work. Director Liles noted that he is currently working on finalizing the scope of work for bidding purposes. Director Pollard further noted that pothole repairs have been completed.

**Proposal from YESCO for Main Street Monument Lighting Upgrades:** The Board entered into discussion regarding a proposal from YESCO for lighting upgrades to the Main Street Monument, in the amount of \$11,989.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Liles and, upon vote, unanimously carried, the Board approved the proposal from YESCO for lighting upgrades to the Main Street Monument, for the amount of \$11,989.

**Proposal from Colorado Hardscapes for Fountain Maintenance:** The Board entered into discussion regarding a proposal from Colorado Hardscapes for fountain maintenance, including the Plaza and Umbrella fountains.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Liles and, upon vote, unanimously carried, the Board approved the proposal from Colorado Hardscapes for fountain maintenance, for the amount of \$3,680.

**Flock Security Cameras:** The Board entered into discussion regarding the rental of Flock security cameras. Following discussion, consideration of the matter was deferred.

**2025 Floral Program:** The Board entered into discussion regarding the 2025 Floral Program. Director Liles noted that flowers have been planted and hanging baskets have been installed. The Board expressed satisfaction with the results.

## RECORD OF PROCEEDINGS

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**Streetlight Along South Aurora Parkway:** Ms. Finn noted that Xcel Energy has confirmed they will be replacing the missing streetlights along South Aurora Parkway.

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### **CAPITAL IMPROVEMENTS**

**Renovating Monument Flower Beds:** The Board entered into discussion regarding renovating the monument flower bed located at the corner of East Smoky Hill Road and South Aurora Parkway. Following discussion, the Board directed Ms. Finn to proceed with soliciting bids for the work.

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### **OTHER BUSINESS**

**Resignation of Director Elliott:** The Board acknowledged the resignation of Director Elliott, effective June 30, 2025. The Board expressed their gratitude and appreciation for her years of dedicated service.

**Incident and Reimbursement:** The Board entered into discussion regarding damage to the undercarriage of a vehicle resulting from a driver hitting the raised landscape planter located in the sidewalk.

Following discussion, upon motion duly made by Director Liles, seconded by Director Elliott and, upon vote, unanimously carried, the Board authorized reimbursement to the affected party for an amount not to exceed \$450, subject to receipt of the appropriate documentation being submitted to the District.

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### **ADJOURNMENT**

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

Respectfully submitted,

Signed by:  
By Ann Finn  
Secretary for the Meeting