

## 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 FEBRUARY 18, 2020

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 18<sup>th</sup> day of February, 2020, at 9:00 a.m., at the 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  
Skye Bailey  
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

Augustina Edwards; M & J Wilkow

#### DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

**Disclosure of Potential Conflicts of Interest:** Ms. Finn noted that a quorum was present. Attorney Waldron advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Attorney Waldron reported that disclosures for those directors with 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 Board determined that 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 distributed for the Board's review and approval a proposed Agenda for the District's Regular Meeting.

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

**Minutes:** The Board reviewed the Minutes of the January 21, 2020 Regular Meeting and the January 24, 2020 Special Meeting.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Bailey and, upon vote, unanimously carried, the Minutes of the January 21, 2020 Regular Meeting and the January 24, 2020 Special Meeting were approved, as presented.

**Appointment of Officers:** The Board entered into discussion regarding the appointment of officers.

Following discussion, upon motion duly made by Director Bailey, seconded by Director Rocha and, upon vote, unanimously carried, the following slate of officers was appointed (with all other officers remaining as presently constituted):

Treasurer

April Elliot

**Insurance Claims:** The Board discussed a possible Encroachment License Agreement with Bad Daddy's. Following discussion, Director Liles noted he would search their records for the document.

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### **PUBLIC COMMENTS**

There were no public comments at this time.

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### **FINANCIAL MATTERS**

**Claims:** Ms. Finn reviewed with the Board the payment of claims for the period ending January 31, 2020, totaling \$118,834.89.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Bailey and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, as presented.

Ms. Finn then discussed with the Board the payment of claims for the period ending February 20, 2020, totaling \$282,225.18.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Bailey and, upon vote, unanimously carried, the Board approved the payment of claims, as presented.

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**Financial Statements:** Ms. Dam reviewed with the Board the unaudited financial statements of the District for the period ending December 31, 2019, Cash Position Schedule, updated as of February 7, 2020 and Operations Fee Report.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Bailey and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending December 31, 2019, Cash Position Schedule, updated as of February 7, 2020 and Operations Fee Report.

### **LEGAL MATTERS**

**Special Use Permit:** Attorney Waldron presented the revised Special Use Permit.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the Board approved the revised Special Use Permit, subject to revisions as noted.

**Amended and Restated Public Records Policy:** Attorney Waldron reviewed with the Board Resolution No. 2020-02-01; Amended and Restated Public Records Policy.

Following discussion, upon motion duly made by Director Bailey, seconded by Director Elliott and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-02-01; Amended and Restated Public Records Policy. A copy of the Resolution is attached hereto and incorporated herein by this reference.

**Resolution Designating the District's Website for the Online Posting of Meeting Notices and 24-Hour Posting Location:** Attorney Waldron reviewed with the Board the Resolution Designating the District's Website for the Online Posting of Meeting Notices and 24-Hour Posting Location.

Following discussion, upon motion duly made by Director Bailey, seconded by Director Rocha and, upon vote, unanimously carried, the Board adopted the Resolution Designating the District's Website for the Online Posting of Meeting Notices and 24-Hour Posting Location. A copy of the Resolution is attached hereto and incorporated herein by this reference.

**Resolution Concerning the Location of Special and Regular Meetings:** The Board discussed Resolution Concerning the Location of Special and Regular Meetings.

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Ms. Finn reviewed the business to be conducted in 2020 to meet the statutory compliance requirements. The Board, determined to meet on the third Tuesday of each month, at 9:00 a.m., at the Southlands Shopping Center, Management Office, 6155 South Main Street, Suite 260, Aurora, Colorado 80016.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Rocha and, upon vote, unanimously carried, the Board adopted Resolution Concerning the Location of Special and Regular Meetings. A copy of the Resolution is attached hereto and incorporated herein by this reference.

**Independent Contractor Agreement with 505Design Inc. for Consultant Services:** The Board reviewed the Independent Contractor Agreement with 505Design Inc. for Consultant Services

Following discussion, upon motion duly made by Director Bailey, seconded by Director Rocha and, upon vote, unanimously carried, the Board approved the Independent Contractor Agreement with 505Design Inc. for Consultant Services, subject to final review by Director Liles.

### **OPERATIONS AND MAINTENANCE**

**M & J Wilkow's Maintenance Report:** Director Rocha discussed with the Board the option of using IMS Printing & Signs to print the banners. She noted for the Board that she will get a sample and pricing for the Board's consideration.

#### **Maintenance Report (SDMS):**

**Medians:** Ms. Finn presented a proposal from Architerra Group for preparation of landscape plans for the medians. Following discussion, the Board requested staff to coordinate a site visit with Ms. Dominguez to inspect the medians to determine if they are out of compliance with the current site plan and design a new landscape plan for submittal to the City of Aurora.

**Detention Ponds:** The Board reviewed the Detention Pond 950 and Sam's Club Detention Pond Restoration Recommendation Report from Dewberry Engineers Inc.

Following review and discussion, the Board decided to put the Detention Pond 950 project on hold until the emergency access road has been constructed, but will move forward with maintenance work on the Sam's Club Detention Pond to bring it back into compliance with the approved plans.

**Monument Signs:** Ms. Finn reported to the Board that Xcel Energy, Inc. will be removing the trees located behind the monument sign on the corner of East

## RECORD OF PROCEEDINGS

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Smoky Hill and South Aurora Parkway. It was noted that the District is responsible for replacing the trees with a low-growing alternative.

### **Pomeroy/Calibre Emergency Access and Detention Pond Maintenance Access Plans:**

*Engagement of a Surveyor for Easement Agreement:* The Board discussed the engagement of a surveyor for preparation of a legal description for the Easement Agreement.

Following discussion, upon motion duly made by Director Bailey, seconded by Director Liles and, upon vote, unanimously carried, the Board authorized the engagement of Altura Land Consultants for surveying services for the Easement Agreement.

**Easement/Maintenance Map:** The Board reviewed proposals from Manhard Consulting and Dewberry Engineers Inc. for preparation of an easement/maintenance map.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the Board approved the proposal from Manhard Consulting, for the amount of \$10,000.

**ICA with Millard Mall Service, Inc. for Common Area Cleaning:** Ms. Finn noted for the Board that she has not yet received a proposal from Millard Mall Services, Inc. for common area cleaning. No action was taken by the Board, at this time.

### **CAPITAL IMPROVEMENTS**

### **2020 Capital Improvement Project (the HUB and Landscape Improvements):**

*Award of Contract:* Ms. Finn presented to the Board a Notice Award to Hyder Construction.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the Board ratified approval of the Notice of Award to Hyder Constructions for the HUB and Landscape Irrigation Project, and authorized Director Liles to execute and issue the Notice to Proceed.

*Construction Contract between the District and Hyder Construction:* The Board reviewed the Agreement between the District and Hyder Construction.

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Following discussion, upon motion duly made by Director Bailey, seconded by Director Rocha and, upon vote, unanimously carried, the Board approved the Agreement between the District and Hyder Construction.

Proposal from 505Design for Preparation of a Landscape Material Diagram:  
The Board reviewed a proposal from 505Design for preparation of a Landscape Material Diagram, for the amount of \$1,030.

Following discussion, upon motion duly made by Director Bailey, seconded by Director Rocha and, upon vote, unanimously carried, the Board ratified the approval the proposal from 505Design for preparation of a Landscape Material Diagram, for the amount of \$1,030.


### OTHER MATTERS

Transparency and Reconciliation of 2019 Contracts: Discussion was deferred.

### 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:   
Secretary for the Meeting

Resolution No. 2020-02-01

**SOUTHLANDS METROPOLITAN DISTRICT NO. 1  
AMENDED AND RESTATED PUBLIC RECORDS REQUEST POLICY  
Adopted February 18, 2020**

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**I. Purposes of the District's Public Records Request Policy**

This Public Records Request Policy of the Southlands Metropolitan District No. 1 (the "**District**") shall be applied and interpreted with the following purposes in mind:

- a. To adopt a Public Records Request Policy pursuant to § 24-72-203(1), C.R.S.;
- b. To provide access to and the protection and integrity of Public Records in the custody of the District;
- c. To prevent unnecessary interference with the regular discharge of the duties of the District and its manager in compliance with the Colorado Open Records Act, §§ 24-72-200.1 to 24-72-206, C.R.S. ("**CORA**");
- d. To establish reasonable and standardized fees for producing copies of and information from records maintained by the District as authorized by CORA; and
- e. To set forth a general procedure for providing consistent, prompt and equitable service to those requesting access to Public Records.

**II. Public Records Requests**

A. Applicability

This Public Records Request Policy applies to requests submitted to the District for the inspection of Public Records pursuant to CORA, and shall supersede any previously adopted CORA policies of the District.

B. Definitions

1. "**Custodian**": Except as otherwise provided in this policy, the term "Custodian" shall mean Special District Management Services, Inc., or any successor that has been designated by the Board of the District to oversee the collection, retention, and retrieval of Public Records of the District.

2. "**Public Records**": As defined in § 24-72-202(6), C.R.S.

C. Submission of Requests

1. Requests for inspection of Public Records are to be submitted in writing on an official request form to the Custodian and must be sufficiently specific as to enable the Custodian to locate the information requested with reasonable effort. The official request form is attached hereto as **Exhibit A** and incorporated herein by this reference, as may be modified from

time to time by the District. The District has determined that the use of an official request form is necessary for the efficient handling of Public Records requests.

2. Requests may be submitted by mail, fax, e-mail or hand-delivery.
3. A request shall be considered made when the request is actually received by the Custodian:
  - a. A letter is received when it is opened in the usual course of business by the recipient or a person authorized to open the recipient's mail;
  - b. A fax is received when it is printed during regular business hours, or, if received after hours, at 8:30 a.m. on the following business day; and
  - c. An e-mail is received when it is received and opened during regular business hours, or, if received after hours, at 8:30 a.m. on the following business day.
4. If a deposit is required, the request is not considered received until the deposit is paid.

D. Inspection

1. The Custodian or the Custodian's designee shall make the requested Public Records available for inspection during regular business hours, deemed to be from 8:30 a.m. to 4:30 p.m., Monday through Friday, except for times the Custodian's office is closed. During the inspection of Public Records, the Custodian may ask that the requestor follow certain procedures to protect the integrity of the Public Records.

2. If a Public Record is not immediately or readily available for inspection, the Custodian or the Custodian's designee shall make an appointment or other arrangements with the applicant concerning the time at which the requested record will be available. The Public Records shall be made available for inspection within a reasonable time, which is presumed to be three (3) working days or less from the date of receipt of the request. Such three (3) day period may be extended by an additional seven (7) working days if extenuating circumstances, as described in § 24-72-203(3)(b), C.R.S., exist. Responding to applications for inspection of Public Records need not take priority over the previously scheduled work activities of the Custodian or the Custodian's designee.

3. All Public Records to which the request applies shall be preserved from the date of the request until such time as set forth in the District's records maintenance, retention, or deletion policy or practices utilized by the Custodian.

4. No one shall remove a Public Record from the Custodian's offices without the permission of the Custodian. Public Records may be removed from file folders or places of storage for photocopying by the Custodian or the Custodian's designee. The Custodian may allow a person to use his or her own portable electronic equipment to make copies of Public Records.



5. As a general practice, in response to a Public Records request:

a. Public Records will be made available for inspection in the format in which they are stored. If the Custodian is unable to produce the Public Record in its stored format for any reason set forth in § 24-72-203(3.5)(b) C.R.S., an alternate format may be produced or a denial issued under § 24-72-204, C.R.S.

b. The person making the request shall not be allowed to access the Custodian's computer or any other computer for purposes of inspecting any Public Records;

c. Any portion of a Public Record containing non-public information that is not subject to inspection may be redacted by the Custodian prior to making the record available for inspection. The Custodian is not required to redact information from a writing that is not a Public Record in order to make the writing available for inspection. *Denver Publishing Co. v. Bd. of County Comm'rs of the County of Arapahoe*, 121 P.3d 190 (Colo. 2005); *Colorado Republican Party v. Benefield, et al.*, Court of Appeals No. 07CA1216, Oct. 23, 2008 (Unpublished).

d. The Custodian, in consultation with the District's general counsel, will determine which information is no longer considered "work-in-progress" subject to the deliberative process or work product privilege and therefore eligible for release.

e. Altering an existing Public Record, or excising fields of information that the Custodian is either required or permitted to withhold does not constitute the creation of a new Public Record. § 24-72-203(3.5)(d), C.R.S.

f. A document will not ordinarily be created in order to respond to a request.

6. Where a request seeks in excess of 25 electronically-stored Public Records, the following procedure shall apply in responding to such a request:

a. The Custodian shall solicit the comments of the requestor regarding any search terms to be used to locate and extract such records, and, in doing so, will seek to have the request refined so that it does not result in an inordinate number of irrelevant or duplicative documents, it being understood that the Custodian will make the final determination regarding search terms;

b. The Custodian shall designate an employee or another person with experience in performing electronic searches to locate and extract responsive records;

c. The person who is designated to perform the searches shall consult, as appropriate, with legal counsel to identify privileged records that should not be produced; and

d. Where appropriate, legal counsel shall conduct a final review to identify and withhold privileged records.

7. The Custodian or the Custodian's designee shall deny the inspection of the records if such inspection would be contrary to federal or state law or regulation or would violate a court order. In special circumstances, a Custodian shall deny inspection of the Public Records if such inspection would cause substantial injury to the public interest. Such a denial shall be made in writing by the Custodian to the person making the request and shall set forth with specificity the grounds of the denial. It is not necessary to state a ground for denial of access for each document if a specific ground is applicable to a group of documents.

8. If the Public Records requested are not in the custody or control of the Custodian, the Custodian shall notify the requestor of this fact in writing. In such notification, the Custodian shall state in detail to the best of his/her knowledge and belief the reason for the absence of the Public Records, the location of the Public Records, and what person then has custody or control of the Public Records.

9. All Public Records, regardless of storage format, will be administered in accordance with approved retention schedules. The District reserves the right to adopt the records retention policy that has been promulgated by the Custodian.

#### E. Fees for All Record Requests

1. **Fees for standard reproductions.** The Custodian or the Custodian's designee shall charge a fee not to exceed twenty-five cents per page for any photocopies or printed copies of electronic records that are required to make a Public Record available. Other reproductions of Public Records shall be provided at a cost not to exceed the actual cost of the reproduction. Such fees shall be paid by the applicant prior to the receipt of copies of any Public Records. Requests expected to exceed a total charge of \$10.00 or more must be accompanied by a deposit equal to the reasonably-estimated reproduction costs. This deposit will be credited toward the total fee, and the total fee shall be paid prior to release of the requested records. In the event the deposit amount exceeds the actual costs, the balance will be refunded.

2. **Transmission fees.** No fees related to transmission shall be charged for transmitting public records via electronic mail. Within the period specified in § 24-72-203, C.R.S., the Custodian shall notify the record requester that a copy of the record is available but will only be sent to the requester once the custodian receives payment for postage if the copy is transmitted by United States mail, or payment for the cost of delivery if the copy is transmitted other than by United States mail, and payment for any other supplies used in the mailing, delivery, or transmission of the record and for all other costs associated with producing the record. Upon receiving such payment, the custodian shall send the record to the requester as soon as practicable but no more than three business days after receipt of such payment.

#### 3. **Fees for search, retrieval and legal review:**

a. In the case of any request requiring more than one hour of time for search, retrieval, supervision of inspection, copying, manipulation, redaction or legal counsel review to identify and withhold privileged records, the Custodian or the Custodian's designee may charge an hourly fee not to exceed \$33.58 per hour for such time pursuant to § 24-72-205(6)(a), C.R.S. Prior to performing any services necessary to respond to a request, the Custodian or the Custodian's designee shall require the applicant to pay a deposit equal to the reasonably estimated fees that will be charged by the

Custodian for such staff time. Before receiving any records, the applicant shall also pay the amount by which the cost of any open records services exceeds the deposit. The District shall promptly refund the amount by which the deposit exceeds the cost of any open records services.

b. To the extent possible, the Custodian shall utilize administrative or clerical staff for search and retrieval of Public Records who are ordinarily responsible for such duties to ensure that the fees charged for staff time in connection with the request represent costs incurred in the ordinary course of business and not extraordinary charges, but in any case, such charges shall be consistent with § 24-72-205(6), C.R.S.

*Remainder of Page Intentionally Left Blank. Signature page follows.*

ADOPTED THIS 18<sup>TH</sup> DAY OF FEBRUARY, 2020.

SOUTHLANDS METROPOLITAN DISTRICT  
NO. 1


  
\_\_\_\_\_  
Officer of District

ATTEST:

  
\_\_\_\_\_

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

  
\_\_\_\_\_  
General Counsel to the District

*Signature Page to Public Records Request Policy*

**EXHIBIT A**  
**OFFICIAL REQUEST FORM**

# SOUTHLANDS METROPOLITAN DISTRICT NO. 1

## Request for Inspection/Copy of Public Records

<b>For Internal Use Only</b>
Date of Request: _____
Time of Request: _____ AM/PM

**Applicant Name:** \_\_\_\_\_

**Applicant Address:** \_\_\_\_\_

**City/State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Daytime Phone #:**(    ) \_\_\_\_\_ **Alt./Cell:** (    ) \_\_\_\_\_

**Email:** \_\_\_\_\_

**Detailed description of the records requested: (Please use additional sheets if necessary)**

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Select a preferred format for the materials: Hard Copies \_\_\_\_ Electronic \_\_\_\_ View Hard Copy Only \_\_\_\_

**I request the records described and agree to pay all charges incurred in processing this request at or before the time the records are made available. If over \$10, I understand I must provide a deposit to pay for the cost incurred to obtain the records. I understand that the Estimated Charges are estimates only, and that the actual cost may vary. This request will be considered received when this form is complete and received by the Custodian and any required deposit is paid.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Submit Request Form To:  
 Special District Management Services, Inc.  
 141 Union Blvd., Suite 150  
 Lakewood, CO 80228

If the records are available pursuant to §§ 24-72-201, *et seq.*, C.R.S., the records shall be made available for viewing within three (3) working days. The date of receipt is not included in calculating the response date. If extenuating circumstances exist so that the Custodian cannot reasonably gather the records within the three (3)-day period, the Custodian may extend the period by up to seven (7) working days. The requestor shall be notified of the extension within the three (3)-day period. Public records shall be viewed at the District's offices during regular business days at prearranged times.

<b>For Internal Use Only</b>	
<b>Estimated Charges</b>	
Number of Pages _____ at \$0.25/page _____	Research & Retrieval _____ Hours at \$ _____ /Hr
Postage/Delivery Costs: \$ _____	See § 24-72-205(6), C.R.S. for hourly fee
	Research & Retrieval Total: \$ _____
Deposit Required: \$ _____	Total Estimate Cost: \$ _____
Note: Non-standard and special requests will be billed at cost and charged in addition to any other fees	
<b>Administrative Matters</b>	
Date Request Completed: _____	Amount Prepaid: \$ _____
Approved: _____ Denied: _____	Balance Due Before Release: \$ _____
If Denied, Provide Reason(s): _____	Total Amount Paid: \$ _____

**RESOLUTION  
OF THE BOARD OF DIRECTORS OF THE  
SOUTHLANDS METROPOLITAN DISTRICT NO. 1**

**DESIGNATING THE DISTRICT'S WEBSITE FOR THE ONLINE POSTING OF  
MEETING NOTICES AND 24 HOUR POSTING LOCATION**

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WHEREAS, the Southlands Metropolitan District No. 1 (the “**District**”) is a quasi-municipal corporation and political subdivision of the State of Colorado; and

WHEREAS, pursuant to § 24-6-402(1)(a), C.R.S., the District is a local public body and subject to the provisions of §§ 24-6-401, *et seq.*, C.R.S.; and

WHEREAS, pursuant to § 32-1-903(2) and § 24-6-402(2)(c), C.R.S., the District shall be considered to have given full and timely notice of a public meeting if the District posts the notice of the meeting with specific agenda information, if available, on a website of the District no less than twenty-four (24) hours prior to the meeting; and

WHEREAS, pursuant to § 24-6-402(2)(c), C.R.S., the District shall make the notice accessible at no charge to the public, consider linking the notice to any appropriate social media accounts of the District, and, to the extent feasible, make the notices searchable by type of meeting, date of meeting, time of meeting, agenda contents, and any other category deemed appropriate by the District; and

WHEREAS, pursuant to § 24-6-402(2)(c), C.R.S., in the event that the District is unable to post the notice online due to exigent or emergency circumstances, the District shall designate a place within the boundaries of the local public body at which it may post a notice no less than twenty-four (24) hours in advance of the meeting..

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD AS FOLLOWS:

1. Pursuant to § 24-6-402(2)(c), C.R.S., the Board hereby designates [www.colorado.gov/southlandsmd1](http://www.colorado.gov/southlandsmd1) as the website at which notices of District meetings will be posted twenty-four (24) hours in advance.

2. Pursuant to § 24-6-402(2)(c), C.R.S., the Board hereby designates the following location for the posting of its meeting notices twenty-four (24) hours in advance in the event that the District is unable to post notice on the District’s website: :

S. Aurora Parkway and Orchard Road

ADOPTED this 18th day of February, 2020.

SOUTHLANDS METROPOLITAN DISTRICT  
NO. 1


  
\_\_\_\_\_  
Officer of the District

ATTEST:

  
\_\_\_\_\_  
Jyena Rocha

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

  
\_\_\_\_\_  
General Counsel to the District

*[Signature Page to Resolution Designating the 24-Hour Posting Location.]*



**RESOLUTION OF THE BOARD OF DIRECTORS OF  
SOUTHLANDS METROPOLITAN DISTRICT NO. 1**

**CONCERNING THE LOCATION OF SPECIAL AND REGULAR MEETINGS  
OF THE BOARD OF DIRECTORS**

WHEREAS, Southlands Metropolitan District No. 1 (the "**District**") was formed pursuant to §32-1-101 *et seq.*, C.R.S., by order of the District Court in and for Arapahoe County, Colorado, and after approval of the District's eligible electors at a regular election held for that purpose; and

WHEREAS, pursuant to §32-1-903(1), C.R.S., all special and/or regular meetings of the District's Board of Directors must be held within the District's boundaries, within the boundaries of Arapahoe County, or in any location not farther than Twenty (20) miles from the District's boundaries; and

NOW, THEREFORE, the District's Board of Directors hereby RESOLVES as follows:

1. As of the date hereof, all regular and/or special meetings of the District's Board of Directors shall be held as follows:

Regular Meetings:     Third Tuesday of each Month

Special Meetings:     as deemed necessary by the District's Board of Directors, at dates and times to be determined.

Meeting Location:     6155 S Main Street, Suite 260  
                                  Aurora, CO 80016

2. The above dates, time and location shall remain in effect until contrary action is taken by the District's Board of Directors, which action must comply with §32-1-903(1), C.R.S., or §§32-1-903(1)(a) - 32-1-903(1)(b), C.R.S.

*[Remainder of page intentionally left blank.]*

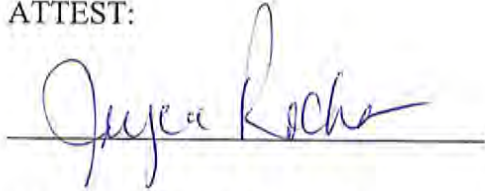
ADOPTED this 18th day of February, 2020.

SOUTHLANDS METROPOLITAN DISTRICT NO. 1




\_\_\_\_\_  
Officer of the District

ATTEST:

  
\_\_\_\_\_  
Jyoti Rocha

APPROVED AS TO FORM:

WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

  
\_\_\_\_\_  
General Counsel to the District

*Signature Page to Resolution Concerning the Location of Special and Regular Meetings*