

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE SOUTHLANDS METROPOLITAN DISTRICT NO. 1 HELD AUGUST 18, 2020

A Special 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 18th day of August, 2020, at 9:00 a.m. The meeting was open to the public.

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Health and Environment, and the threat posed by the COVID-19 coronavirus, this meeting was held via teleconference.

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. (via speakerphone)

Clint C. Waldron, Esq.; White Bear Ankele Tanaka & Waldron P.C. (via speakerphone)

Thuy Dam; CliftonLarsonAllen, LLP (via speakerphone)

DISCLOSURE OF POTENTIAL CONFLICTS OF INTEREST

Disclosure of Potential Conflicts of Interest: Ms. Finn noted that a quorum was present. Attorney Waldron reported 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 distributed for the Board's review and approval a proposed Agenda for the District's Special Meeting.

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

Minutes: The Board reviewed the Minutes of the July 21, 2020 Special Meeting.

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

Board Vacancy: The Board deferred discussion.

PUBLIC COMMENTS

There were no public comments at this time.

FINANCIAL MATTERS

Claims: Ms. Finn reviewed with the Board the payment of claims for the period ending July 22, 2020, totaling \$312,365.54.

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

Financial Statements: Ms. Dam presented to the Board the unaudited financial statements of the District for the period ending June 30, 2020, Schedule of Cash Position, updated as of August 5, 2020, Operations Fee Report and Capital Improvement Cost Summary.

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 June 30, 2020, Schedule of Cash Position, updated as of August 5, 2020, Operations Fee Report and Capital Improvement Cost Summary.

LEGAL MATTERS

Tax Certificate: Attorney Waldron and Ms. Dam noted for the Board that in order to complete the Tax Certificate the capital improvement costs need to be categorized by authorized powers. Ms. Finn noted she would provide this information to Attorney Waldron and Ms. Dam.

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Policies and Procedures for Non-Commercial Expression at Southlands:

Attorney Waldron discussed with the Board the revisions to the Policies and Procedures for Non-Commercial Expression at Southlands. Following discussion, the Board requested that the Policies and Procedures include a 48 hour response time to issue a permit, a \$50 permit fee which is good for up to 30-days.

Following discussion, upon motion duly made by Director Liles, seconded by Director Elliott and, upon vote, unanimously carried, the Board approved the revised Policies and Procedures for Non-Commercial Expression at Southlands.

OPERATIONS AND MAINTENANCE **M & J Wilkow's Maintenance Report:**

Holiday Banners: Director Rocha discussed with the Board replacing the damaged holiday banners for the upcoming season.

Following discussion, upon motion duly made by Director Liles, seconded by Director Elliott and, upon vote, unanimously carried, the Board approved replacing the damaged holiday banners for the upcoming season for a not-to-exceed amount of \$8,000.

Banners: Director Rocha presented to the Board a sample banners which included the new art work. No action was taken by the Board.

Asphalt Repair Work: Director Bailey noted for the Board that a walkthrough has been schedule with contractor to verify the scope of work for the asphalt repair work.

Median Landscaping Renovation: Director Elliott noted for the Board that after checking reference, it was determined that Renovation Landscaping, Inc. not qualified to perform work for a project this large. Director Bailey noted he will rebid for the median landscape renovation work.

District Sponsored Events: Director Rocha updated the Board on the Concert Series. No action was taken by the Board.

Other: The were no other matters to discuss.

Maintenance Report (SDMS):

Sam's Club Detention Pond: Ms. Finn reported to the Board the pre-bid conference for the Sam' Club Detention Pond work was held on August 11, 2020 and the bid opening is scheduled for September 1, 2020 at 4:00 p.m.

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2020/2021 Holiday Lighting: Ms. Finn noted for the Board a site visit will be scheduled with SavATree and DTM, Inc. at the beginning of September to discuss any revisions to the holiday lighting plan.

Modification of Drive Lane on Southlands Parkway: Ms. Finn noted for the Board that she has not received a response from the City of Aurora regarding modifying the traffic lane located on the southwest corner of the intersection at Southlands Parkway and Main Street to a right turn only lane from Southlands Parkway onto Main Street.

2021 Independent Contractor Agreements for Operation and Maintenance Service: Ms. Finn discussed with the Board bidding operations and maintenance services for 2021. Following discussion, the Board directed Ms. Finn to obtain 2021 proposals for the Board to review.

Ms. Finn also noted for the Board her concerns regarding services being provided by Metco Landscape, Inc.

CAPITAL IMPROVEMENTS

2020 Capital Improvement Project (the HUB and Landscape Improvements): Director Liles reported to the Board that the Town Plaza opening will be held on September 18 and 19, 2020. He also noted the turf at the HUB will be replaced with a heat resistant material.


OTHER MATTERS

There were no other matters to discuss at this time.

ADJOURNMENT

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

Respectfully submitted,

By: 
Secretary for the Meeting