

# **SOUTHLANDS METROPOLITAN DISTRICT NO. 1**

141 Union Boulevard, Suite 150  
Lakewood, Colorado 80228-1898

Tel: (303) 987-0835

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Website: <https://www.colorado.gov/southlandsmid>

## **NOTICE OF REGULAR MEETING AND AGENDA**

| <u>Board of Directors:</u> | <u>Office:</u>      | <u>Term/Expires:</u> |
|----------------------------|---------------------|----------------------|
| Martin Liles               | President           | 2022/May 2020        |
| Skye Bailey                | Vice President      | 2020/May 2020        |
| Michael Sandhoff           | Treasurer           | 2022/May 2022        |
| Joyce Rocha                | Secretary           | 2020/May 2020        |
| April Elliott              | Assistant Secretary | 2022/May 2020        |

DATE: December 17, 2019  
TIME: 9:00 a.m.  
PLACE: Southlands Shopping Center  
Management Office  
6155 South Main Street, Suite 260  
Aurora, Colorado 80016

### **I. ADMINISTRATIVE MATTERS**

A. Present Disclosures of Potential Conflicts of Interest.

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B. Approve Agenda; confirm location of the meeting and posting of meeting notices.

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C. Review and approve Minutes of the November 19, 2019 Regular Meeting (enclosure).

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### **II. PUBLIC COMMENTS**

A. Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes.

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### **III. FINANCIAL MATTERS**

A. Review and ratify approval of the payment of claims for the periods ending November 30, 2019 totaling \$239,008.60 (enclosure).

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- B. Review and accept unaudited financial statements for the period ending October 31, 2019 and accept Cash Position Schedule, dated October 31, 2019, updated December \_\_, 2019 and Operations Fee Report (to be distributed).
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IV. LEGAL MATTERS

- A. \_\_\_\_\_

V. OPERATIONS AND MAINTENANCE

- A. Maintenance Report (M & J Wilkow):

- 1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- B. Maintenance Report (SDMS):

- 1. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

- 1. Presentations from contractors on the 2020 Floral Program and award contract:

- a. Metco Landscaping
- b. Western Proscapes
- c. Colorado Sustainable Landscape Services

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- 2. Medians.

- a. Discuss status of approval of a minor Site Plan Amendment from the City of Aurora.

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- 3. Detention Ponds.

- \_\_\_\_\_
- \_\_\_\_\_
- \_\_\_\_\_

- C. Discuss request from Xcel Energy concerning tree removal.

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- D. Discuss the Pomeroy/Calibre emergency access and detention pond maintenance access plans. Review revised civil drawings (enclosure).

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VI. CAPITAL IMPROVEMENTS

- A. Discuss status of the 2020 Capital Improvement Project.

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- 1. Consider approval of Consultant Agreement with 505 Designs, Inc.

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- 2. Discuss timing for phasing the work and bidding the projects.

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- 3. Discuss public art requirements.

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VII. OTHER MATTERS

- A. Discuss transparency and reconciliation of 2019 contracts.

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VIII. ADJOURNMENT **THERE ARE NO MORE REGULAR MEETINGS SCHEDULED IN 2019.**

# 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 NOVEMBER 19, 2019

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 19th day of November, 2019, 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.

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### ATTENDANCE

#### Directors In Attendance Were:

Martin Liles  
Skye Bailey  
Michael Sandhoff  
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

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### 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.

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## RECORD OF PROCEEDINGS

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### ADMINISTRATIVE MATTERS

**Agenda:** Ms. Finn distributed for the Board's review and approval a proposed Agenda for the District's Regular Meeting.

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

**Minutes:** The Board reviewed the Minutes of the September 26, 2019 Special Meeting and October 22, 2019 Work Session.

Following discussion, upon motion duly made by Director Rocha, seconded by Director Elliott and, upon vote, unanimously carried, the Minutes of the September 26, 2019 Special Meeting and October 22, 2019 Work Session were approved, as presented.

**2020 Annual Administrative Resolution:** The Board entered into discussion regarding the 2020 Annual Administrative Resolution.

Following discussion, upon motion duly made by Director Liles, seconded by Director Sandhoff and, upon vote, unanimously carried, the Board adopted Resolution No. 2019-11-01; 2020 Annual Administrative Resolution. A copy of the Resolution is attached hereto and incorporated herein by this reference.

**2020 Regular Meeting Dates:** Following discussion, the Board determined to meet on the third Tuesday of each month, at 9:00 a.m. at the regular meeting location.

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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 periods ending September 30, 2019 totaling \$165,512 and October 31, 2019 totaling \$117,911.60.

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

**Reimbursement Request:** Director Rocha requested that the Board consider sponsorship of the holiday parade in the amount of \$13,089.

Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, carried with Directors Liles, Rocha, Bailey and

## RECORD OF PROCEEDINGS

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Elliott voting “Yes” and Director Sandhoff voting “No”, the Board approved the sponsorship of the holiday parade, in the amount of \$13,089 and authorized reimbursement to M&J Wilkow in the same amount for the sponsorship.

**Financial Statements:** Ms. Dam reviewed with the Board the unaudited financial statements of the District for the period ending September 30, 2019, Cash Position Schedule, updated November 7, 2019 and Operations Fee Report.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Sandhoff and, upon vote, unanimously carried, the Board accepted the unaudited financial statements of the District for the period ending September 30, 2019, Cash Position Schedule, updated November 7, 2019 and Operations Fee Report.

**2019 Audit:** The Board reviewed an engagement letter from Dazzio & Associates, Inc. to perform the 2019 Audit.

Following discussion, upon motion duly made by Director Liles seconded by Director Elliott and, upon vote, unanimously carried, the Board approved the engagement of Dazzio & Associates, Inc. to perform the 2019 Audit, for an amount not to exceed \$5,500.

**2019 Budget Amendment Hearing:** The President opened the public hearing to consider a Resolution to Amend the 2019 Budget.

It was noted that publication of Notice stating that the Board would consider adoption of a Resolution to Amend the 2019 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing. No public comments were received and the public hearing was closed.

Following discussion, the Board determined that a 2019 Budget Amendment was not needed.

**2020 Budget Hearing:** The President opened the Public Hearing to consider the proposed 2020 Budget and to discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2020 Budget and the date, time and location of the Public Hearing was made in a newspaper having general circulation within the District.

No written objections were received prior to the Public Hearing. No public comments were received and the Public Hearing was closed.

## RECORD OF PROCEEDINGS

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Ms. Dam reviewed the estimated 2019 expenditures and the proposed 2020 expenditures.

Following discussion, the Board considered adoption of Resolution No. 2019-11-02; Resolution to Adopt the 2020 Budget and Appropriate Sums of Money, and Resolution No. 2019-11-03; Resolution to Set Mill Levies (for the General Fund at 7.000 mills, Debt Service Fund at 35.500 mills, for a total mill levy of 42.500 mills). Upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Resolutions were adopted, as discussed, and execution of the Certification of Budget and Certification of Mill Levies was authorized, subject to receipt of final Certification of Assessed Valuation from the County on or before December 10, 2019. Ms. Finn was authorized to transmit the Certification of Mill Levies to the Board of County Commissioners of Arapahoe County and the Division of Local Government not later than December 15, 2019. Ms. Finn was also authorized to transmit the Certification of Budget to the Division of Local Government not later than January 30, 2020. Copies of the adopted Resolutions are attached hereto and incorporated herein by this reference.

**DLG-70 Mill Levy Certification Form:** The Board considered authorizing the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form for certification to the Board of County Commissioners and other interested parties.

### **LEGAL MATTERS**

**Detention Pond 950:** Ms. Finn advised the Board that she has not received a response from the Pronghorn developer regarding access to Detention Pond 950 for operations and maintenance purposes. Director Liles informed the Board that the street access into the District will be for emergency vehicles only and he has requested a copy of the civil plans from the developer. No action was taken by the Board at this time.

**Resolution No. 2019-11-04 to Call the May 5, 2020 Regular Election:** The Board discussed the upcoming election and Resolution No. 2019-11-04; Resolution Calling a Regular Election for Directors on May 5, 2020.

## RECORD OF PROCEEDINGS

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Following discussion, upon motion duly made by Director Liles, seconded by Director Rocha and, upon vote, unanimously carried, the Board adopted Resolution No. 2019-11-04 and appointed Ashley Frisbie as the Designated Election Official and authorized her to perform all tasks required for the conduct of a mail ballot election. A copy of the adopted Resolution is attached hereto and incorporated herein by this reference.

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

*Holiday Lighting and Décor:* Director Bailey noted that the holiday lights and décor have been installed and he is working on some electrical issues.

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

*Detention Pond:* Ms. Finn noted for the Board that the survey work has been completed and presented Work Order No. 2 from and Dewberry | J3 to resolve detention facility deficiencies, median renovations and to oversee work by outside contractors, in the amount of \$21,000.

Following discussion, upon motion duly made by Director Elliott, seconded by Director Sandhoff and, upon vote, unanimously carried, the Board approved Work Order No. 2 from and Dewberry | J3 to resolve detention facility deficiencies, median renovations and to oversee work by outside contractors, for an amount not to exceed \$21,000.

*Medians:* Ms. Finn noted for the Board that the engineer is working on a landscape design for the medians.

*Floral Program:* Ms. Finn reported to the Board that the 2020 floral program is being publicly bid and that the contractors will be attending the December 17, 2019 Board meeting to present their proposals.

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### **CAPITAL IMPROVEMENTS**

**2020 Capital Improvement Project:** Director Liles reported to the Board that civil plans for the HUB and Landscaping Improvements should be completed by December 1, 2020.

*Consultant Agreement with 505 Designs, Inc.:* The Board deferred discussion.

*Site Plan Amendment from the City of Aurora:* Director Liles reported to the Board that approval from the City of Aurora for the site plan modifications for the upcoming improvements will take 5-7 weeks.



## RECORD OF PROCEEDINGS

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*Timing for Phasing Work and Bidding Process:* The Board discussed the timing for phasing the work and bidding the projects.

*Public Art Requirements:* The Board entered into discussion regarding the public art requirement, per the District's Service Plan. It was noted that the fountain located in the plaza is currently part of the District's public art and is planned for demolition so additional art will need to be acquired by the District.

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### **OTHER MATTERS**

There were no other matters to discuss at this time.

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### **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. 2019-11-01**

**SOUTHLANDS METROPOLITAN DISTRICT NO. 1  
ANNUAL ADMINISTRATIVE RESOLUTION  
(2020)**

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At the regular meeting of the Board of Directors (the “**Board**”) of the Southlands Metropolitan District No. 1 (the “**District**”), held at 9:00 a.m., on November 19, 2019, at 6155 S Main Street, Suite 260, Aurora, Colorado, it was moved to adopt the following Resolution:

WHEREAS, the District was organized as a special district pursuant to an Order and Decree of the District Court in and for the County of Arapahoe, Colorado (the “**County**”) and is located entirely within the City of Aurora, Colorado; and

WHEREAS, the Board has a duty to perform certain obligations in order to assure the efficient operation of the District and hereby directs its consultants to take the following actions.

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

1. The Board directs Special District Management Services, Inc. (the “**District Manager**”) to cause an accurate map of the District’s boundaries to be prepared in accordance with the standards specified by the Division of Local Government (“**Division**”) and to be filed in accordance with § 32-1-306, C.R.S.

2. The Board directs the District Manager to notify the Board of County Commissioners, the County Assessor, the County Treasurer, the County Clerk and Recorder, the governing body of any municipality in which the District is located, and the Division of the name of the chairman of the Board, the contact person, telephone number and business address of the District, as required by § 32-1-104(2), C.R.S.

3. The Board directs the District Manager to prepare and file with the Division, within thirty (30) days of a written request from the Division, an informational listing of all contracts in effect with other political subdivisions, in accordance with § 29-1-205, C.R.S.

4. The Board directs the District’s accountant to cause the preparation of and to file with the Department of Local Affairs the annual public securities report for nonrated public securities issued by the District within sixty (60) days of the close of the fiscal year, as required by §§ 11-58-101, *et seq.*, C.R.S.

5. The Board directs the District’s accountant to: 1) obtain proposals for auditors to be presented to the Board; 2) to cause an audit of the annual financial statements of the District to be prepared and submitted to the Board on or before June 30; and 3) to cause the audit to be filed with the State Auditor by July 31<sup>st</sup>, or by the filing deadline permitted under any extension thereof, all in accordance with §§ 29-1-603(1) and 29-1-606, C.R.S. Alternatively, if warranted by § 29-1-604, C.R.S., the Board directs the District’s accountant to apply for and obtain an audit exemption from the State Auditor on or before March 31<sup>st</sup> in accordance with § 29-1-604, C.R.S.

6. The Board directs the District Manager, if the District has authorized but unissued general obligation debt as of the end of the fiscal year, to cause to be submitted to the Board of County Commissioners or the governing body of the municipality that adopted a resolution of approval of the District, the District's audit report or a copy of its application for exemption from audit in accordance with § 29-1-606(7), C.R.S.

7. The Board directs the District's accountant to submit a proposed budget to the Board by October 15<sup>th</sup>, to prepare the final budget and budget message, including any amendments thereto, if necessary, and directs the District Manager to schedule a public hearing on the proposed budget and/or amendments, and to post or publish notices thereof, to prepare all budget resolutions and to file the budget, budget resolution and budget message with the Division on or before January 30<sup>th</sup>, all in accordance with §§ 29-1-101, *et seq.*, C.R.S.

8. The Board directs the District's accountant to monitor expenditures and contracted expenditures and, if necessary, to notify the District Manager, legal counsel and the Board when expenditures or contracted expenditures are expected to exceed appropriated amounts, and directs legal counsel to prepare all budget amendment resolutions and directs the District Manager to schedule a public hearing on a proposed budget amendment and to post or publish notices thereof and to file the amended budget with the Division on or before the date of making such expenditure or contracting for such expenditure, all in accordance with §§ 29-1-101, *et seq.*, C.R.S.

9. The Board directs the District Manager to cause the preparation of the Unclaimed Property Act report and submission of the same to the State Treasurer by November 1<sup>st</sup> if there is property presumed abandoned and subject to custody as unclaimed property, in accordance with § 38-13-110, C.R.S.

10. The Board directs the District's accountant to prepare the mill levy certification form and directs the District's accountant to file the mill levy certification forms with the Board of County Commissioners on or before December 15<sup>th</sup>, in accordance with § 39-5-128, C.R.S.

11. The Board designates the *Aurora Sentinel* as a newspaper of general circulation within the boundaries of the District and directs that all legal notices shall be published in accordance with § 32-1-103(15), C.R.S., in the *Aurora Sentinel*, unless otherwise designated by the Board or legal counsel.

12. The Board determines that each director shall receive compensation for their services as directors subject to the limitations set forth in §§ 32-1-902(3)(a)(I) & (II), C.R.S.

13. The District hereby acknowledges, in accordance with § 32-1-902, C.R.S., the following officers for the District:

|                     |                  |
|---------------------|------------------|
| Chairman/President: | Martin Liles     |
| Vice President:     | Skye Bailey      |
| Treasurer:          | Michael Sandhoff |
| Secretary:          | Joyce Rocha      |

Assistant Secretary: April Elliott  
Recording Secretary: District Manager

14. The Board hereby determines that each member of the Board shall, for any potential or actual conflicts of interest, complete conflicts of interest disclosures and directs legal counsel to file the conflicts of interest disclosures with the Board and with the Colorado Secretary of State at least seventy-two (72) hours prior to every regular and special meeting of the Board, in accordance with §§ 32-1-902(3)(b) and 18-8-308, C.R.S. Written disclosures provided by Board members required to be filed with the governing body in accordance with § 18-8-308, C.R.S. shall be deemed filed with the Board when filed with the Secretary of State. Additionally, at the beginning of each year, each Board member shall submit information to legal counsel regarding any actual or potential conflicts of interest and, throughout the year, each Board member shall provide legal counsel with any revisions, additions, corrections or deletions to said conflicts of interest disclosures.

15. The Board confirms its obligations under § 24-10-110(1), C.R.S., with regards to the defense and indemnification of its public employees, which, by definition, includes elected and appointed officers.

16. The Board hereby appoints the the District Manager as the official custodian for the maintenance, care and keeping of all public records of the District, in accordance with §§ 24-72-202, *et seq.*, C.R.S. The Board hereby directs its legal counsel, accountant, manager and all other consultants to adhere to the Colorado Special District Records Retention Schedule as adopted by the District.

17. Pursuant to § 32-1-903(2) and § 24-6-402(2)(c), C.R.S., the Board hereby designates [www.colorado.gov/southlandsmnd1](http://www.colorado.gov/southlandsmnd1) as the District's website for the posting of its regular and special meeting notices at least twenty-four (24) hours in advance of the meeting, and hereby directs the District Manager, to the extent feasible, to make the notices accessible at no charge to the public, searchable by the type of meeting, date of meeting, time of meeting, agenda contents, and any other categories deemed appropriate by the Board and the District Manager and to consider linking the notice to any appropriate social media accounts of the District. The Board also hereby designates S. Aurora Parkway and Orchard Road as the location the District will post notices of meetings at least twenty-four (24) hours prior to the meeting in the event of exigent or emergency circumstances which prevent the District from posting notice of the meeting on the District's website. The Board directs the District Manager to provide the website address set forth above to the Department of Local Affairs for inclusion in the inventory maintained pursuant to § 24-32-116, C.R.S.

18. The Board determines to hold regular meetings on [\_\_\_\_\_], at 9:00 a.m. at 6155 S Main Street, Suite 260, Aurora, Colorado. Notice of the time and place for all regular meetings shall be posted in accordance with § 24-6-402, C.R.S.

19. In the event of an emergency, the Board may conduct a meeting outside of the limitations prescribed in § 24-6-402(2)(c), C.R.S., provided that any actions taken at such

emergency meeting are ratified at the next regular meeting of the Board or at a special meeting conducted after proper notice has been given to the public.

20. For the convenience of the electors of the District, and pursuant to its authority set forth in § 1-13.5-1101, C.R.S., the Board hereby deems that all regular and special elections of the District shall be conducted as independent mail ballot elections in accordance with §§ 1-13.5-1101, *et seq.*, C.R.S., unless otherwise deemed necessary and expressed in a separate election resolution adopted by the Board.

21. Pursuant to the authority set forth in § 1-1-111, C.R.S., the Board hereby appoints Ashley B. Frisbie, of the law firm of WHITE BEAR ANKELE TANAKA & WALDRON, Attorneys at Law, as the Designated Election Official (the “DEO”) of the District for any elections called by the Board, or called on behalf of the Board by the DEO, and hereby authorizes and directs the DEO to take all actions necessary for the proper conduct of the election, including, if applicable, cancellation of the election in accordance with § 1-13.5-513, C.R.S.

22. In accordance with § 1-11-103(3), C.R.S., the Board hereby directs the DEO to certify to the Division the results of any elections held by the District and, pursuant to § 32-1-1101.5(1), C.R.S., to certify results of any ballot issue election to incur general obligation indebtedness to the Board of County Commissioners or the governing body of the municipality that adopted a resolution of approval of the district and file a copy of such certification with the Division of Securities.

23. The Board directs legal counsel to cause a notice of authorization of or notice to incur general obligation debt to be recorded with the County Clerk and Recorder within thirty (30) days of authorizing or incurring any indebtedness, in accordance with § 32-1-1604, C.R.S.

24. The Board directs the District Manager to cause the preparation of and filing with the Board of County Commissioners or the governing body of the municipality that adopted a resolution of approval of the District, if requested, the application for quinquennial finding of reasonable diligence in accordance with §§ 32-1-1101.5(1.5) and (2), C.R.S.

25. The Board directs the District Manager to cause the preparation of and the filing with the Board of County Commissioners or the governing body of any municipality in which the District is located, the Division, the State Auditor, the County Clerk and Recorder and any interested parties entitled to notice pursuant to § 32-1-204(1), C.R.S., an annual report, if requested, in accordance with § 32-1-207(3)(c), C.R.S.

26. The Board directs the District Manager to obtain proposals and/or renewals for insurance, as applicable, to insure the District against all or any part of the District’s liability, in accordance with §§ 24-10-115, *et seq.*, C.R.S. The Board directs the District’s accountant to pay the annual SDA membership dues, agency fees and insurance premiums, as applicable, in a timely manner. The Board appoints the District Manager to designate the proxy for the SDA Annual meeting for voting and quorum purposes.

26. The Board hereby opts to include elected or appointed officials as employees within the meaning of § 8-40-202(1)(a)(I)(A), C.R.S., and hereby directs the District Manager to obtain workers’ compensation coverage for the District.

27. The Board hereby directs the District Manager to prepare the disclosure notice required by § 32-1-809, C.R.S., and to disseminate the information to the electors of the District accordingly. Further, the Board hereby designates the following website as the District's official website for the purposes thereof: [www.colorado.gov/southlandsmidl](http://www.colorado.gov/southlandsmidl).

28. The Board hereby directs legal counsel to prepare and record with the County Clerk and Recorder updates to the disclosure statement notice and map required by § 32-1-104.8, C.R.S., if additional property is included within the District's boundaries.

29. The Board directs the District's accountant to prepare and submit the documentation required by any continuing disclosure obligation signed in conjunction with the issuance of debt by the District.

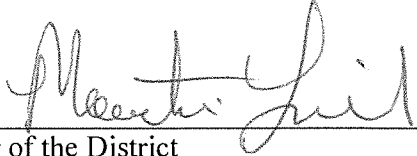
30. The Board directs legal counsel to monitor, and inform the Board of, any legislative changes that may occur throughout the year.

*[Remainder of page intentionally left blank, signature page follows.]*

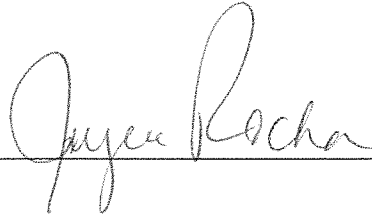
ADOPTED this 19th day of November, 2019.

**SOUTHLANDS  
DISTRICT NO. 1**

**METROPOLITAN**

By:   
Officer of the District

Attest:

By: 

APPROVED AS TO FORM:


WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

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

**CERTIFICATION OF RESOLUTION**

I hereby certify that the foregoing constitutes a true and correct copy of the resolution of the Board adopted at a meeting held on November 19, 2019, at 6155 S Main Street, Suite 260, Aurora, Colorado.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 19th day of November, 2019.

  
Signature

Ann Finn  
Printed Name

Resolution No. 2019-11-04

RESOLUTION OF BOARD OF DIRECTORS  
CALLING ELECTION

SOUTHLANDS METROPOLITAN DISTRICT NO. 1

§§ 32-1-804, 1-1-111(2), 1-13.5-1103(1), and 1-13.5-513(1)

At a meeting of the Board of Directors (the “**Board**”) of the Southlands Metropolitan District No. 1 (the “**District**”), it was moved to adopt the following Resolution:

WHEREAS, the District was organized as a special district pursuant to §§ 32-1-101, *et seq.*, C.R.S. (the “**Special District Act**”); and

WHEREAS, the District is located entirely within Arapahoe County, Colorado (the “**County**”); and

WHEREAS, pursuant to § 32-1-804, C.R.S., the Board governs the conduct of regular and special elections for the District; and

WHEREAS, the Board anticipates holding a regular election on May 5, 2020, for the purpose of electing directors, and desires to take all actions necessary and proper for the conduct thereof (the “**Election**”); and

WHEREAS, the Election shall be conducted pursuant to the Special District Act, the Colorado Local Government Election Code and the Uniform Election Code of 1992, to the extent not in conflict with the Colorado Local Government Election Code, including any amendments thereto, and shall also comply with Article X, § 20 of the Colorado Constitution (“**TABOR**”), as necessary; and

WHEREAS, pursuant to § 1-1-111(2), C.R.S., the Board is authorized to designate an election official (the “**Designated Election Official**”) to exercise authority of the Board in conducting the Election; and

WHEREAS, pursuant to § 1-13.5-513(1), C.R.S., the Board can authorize the Designated Election Official to cancel the Election upon certain conditions.

NOW, THEREFORE, BE IT RESOLVED by the Board as follows:

1. The Board hereby calls the Election for the purpose of electing directors. The Election shall be conducted as an independent mail ballot election in accordance with § 1-13.5-1101, *et seq.*, C.R.S.

2. The Board names Ashley B. Frisbie of the law firm of White Bear Ankele Tanaka & Waldron as the Designated Election Official for the Election. The Designated Election Official shall



act as the primary contact with the County and shall be primarily responsible for ensuring the proper conduct of the Election.

3. Without limiting the foregoing, the following specific determinations also are made:
  - a. The Board hereby directs general counsel to the District to approve the final form of the ballot to be submitted to the eligible electors of the District and authorizes the Designated Election Official to certify those questions and take any required action therewith.
  - b. The Board hereby directs general counsel to the District to oversee the general conduct of the Election and authorizes the Designated Election Official to take all action necessary for the proper conduct thereof and to exercise the authority of the Board in conducting the Election, including, but not limited to, causing the call for nominations; appointment, training and setting compensation of election judges and a board of canvassers, as necessary; all required notices of election, including notices required pursuant to TABOR; printing of ballots; supervision of the counting of ballots and certification of election results; and all other appropriate actions.

4. The District shall be responsible for the payment of any and all costs associated with the conduct of the Election, including its cancellation, if permitted.

5. The Board hereby ratifies any and all actions taken to date by general counsel and the Designated Election Official in connection with the Election.

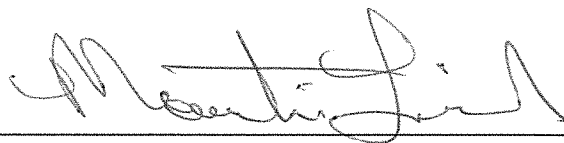
6. The Board hereby authorizes and directs the Designated Election Official to cancel the Election and to declare the candidates elected if, at the close of business on the sixty-third day before the Election, or at any time thereafter, there are not more candidates for director than offices to be filled, including candidates filing affidavits of intent to be write-in candidates, and so long as the only ballot questions are for the election of candidates. The Board further authorizes and directs the Designated Election Official to publish and post notice of the cancellation as necessary and file such notice and cancellation resolutions with the County Clerk and Recorder and with the Division of Local Government, as required. The Designated Election Official shall also notify the candidates that the Election was canceled and that they were elected by acclamation.

7. This Resolution shall remain in full force and effect until repealed or superseded by subsequent official action of the Board.

*[Remainder of Page Intentionally Left Blank]*


ADOPTED THIS 19TH DAY OF NOVEMBER, 2019.

SOUTHLANDS METROPOLITAN DISTRICT NO.  
1



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

ATTEST:

  
\_\_\_\_\_

APPROVED AS TO FORM:

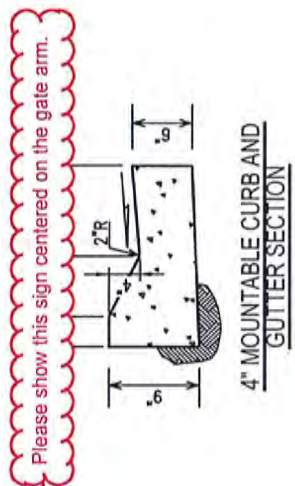
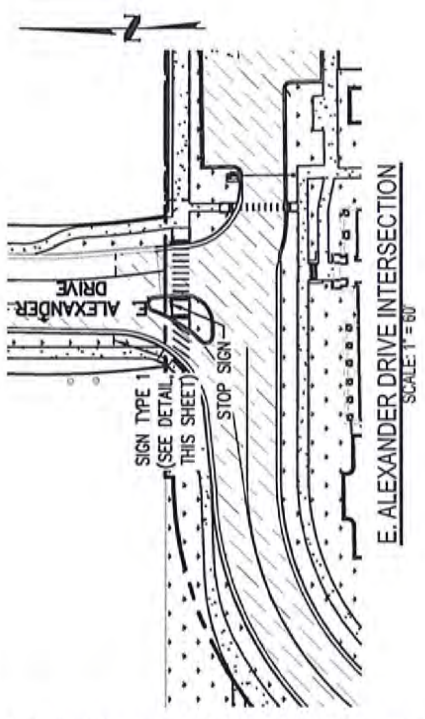
WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

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

Southlands Metropolitan District No. 1  
Bill.com Import

For the month ended 11/30/2019

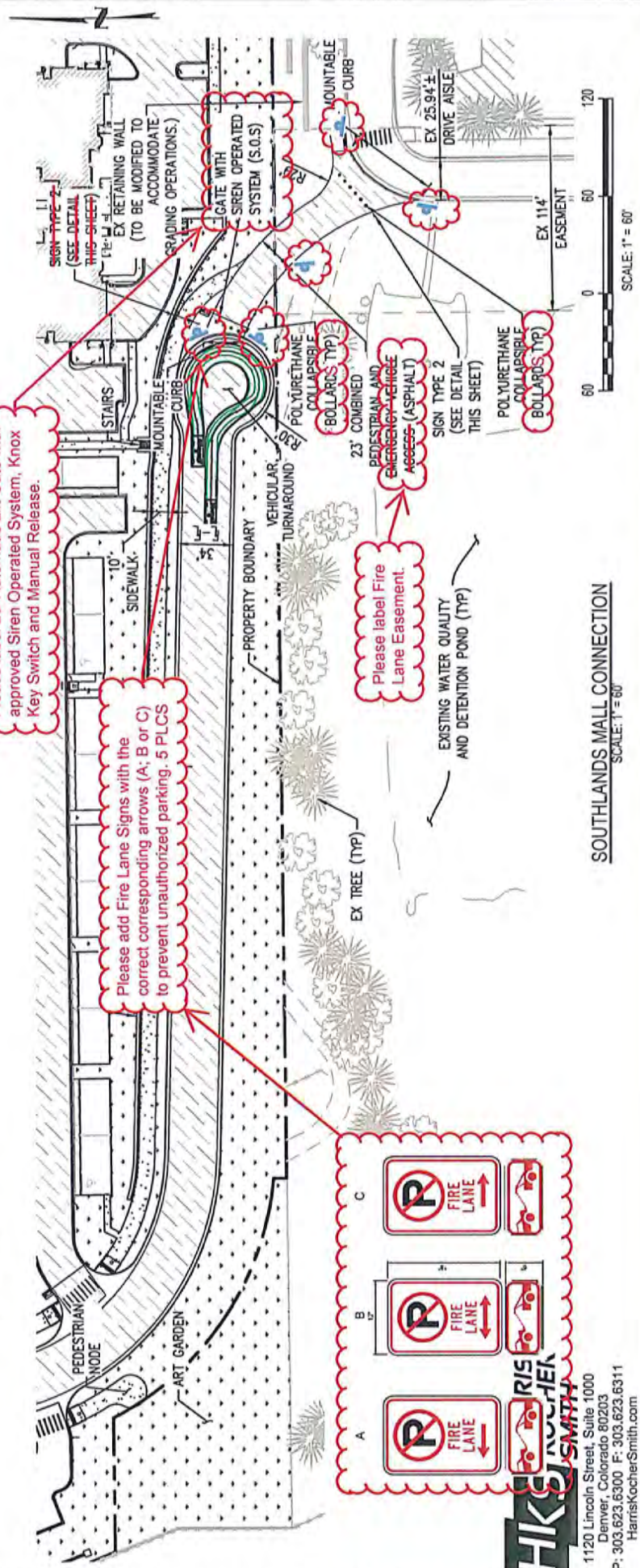
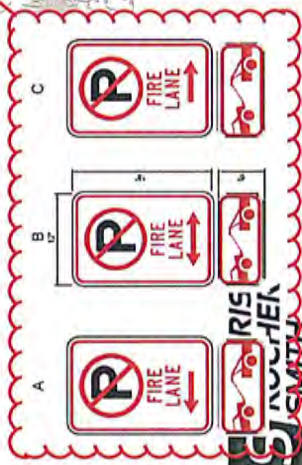
| Vendor  | Ref #                | Account                                      | Tax Date   | Debit    |
|---|----------------------|--|------------|----------|
| Air Conditioning Associates, Inc.                                   | 1137957              | 117582 Repairs and maintenance               | 9/30/2019  | 421      |
| <b>Air Conditioning Associates, Inc. Total</b>                      |                      |  |            | 421      |
| Allied Universal  | 9291272              | 117806 Security                              | 9/26/2019  | 6170.61  |
| Allied Universal  | 9405823              | 117806 Security                              | 10/31/2019 | 6395.68  |
| <b>Allied Universal Total</b>                                       |                      |  |            | 12566.29 |
| Altura Land Consultants   | 171296               | 107582 Repairs and maintenance               | 10/24/2019 | 1450     |
| <b>Altura Land Consultants Total</b>                                |                      |  |            | 1450     |
| Aurora Water  | Sept 142090          | 117701 Utilities                             | 9/30/2019  | 1746.81  |
| Aurora Water  | Sept 146368          | 117701 Utilities                             | 9/30/2019  | 4601.97  |
| Aurora Water  | Sept 150518          | 117701 Utilities                             | 9/30/2019  | 1135.71  |
| Aurora Water  | Sept 151226          | 117701 Utilities                             | 9/30/2019  | 601.59   |
| Aurora Water  | Sept 151230          | 117701 Utilities                             | 9/30/2019  | 1103.99  |
| Aurora Water  | Sept 152426          | 117701 Utilities                             | 9/30/2019  | 10656.31 |
| Aurora Water  | Sept. 146452         | 117701 Utilities                             | 9/30/2019  | 1674.71  |
| Aurora Water  | Sept. 151228         | 117701 Utilities                             | 9/30/2019  | 2033.37  |
| Aurora Water  | sept 146396          | 117701 Utilities                             | 9/30/2019  | 377.82   |
| Aurora Water  | 142090 Oct           | 107701 Utilities                             | 11/12/2019 | 38.04    |
| Aurora Water  | 146396 OCT           | 117701 Utilities                             | 11/12/2019 | 67.79    |
| Aurora Water  | 146452 oct           | 107701 Utilities                             | 11/12/2019 | 38.04    |
| Aurora Water  | 150518 Oct           | 107701 Utilities                             | 11/12/2019 | 17.58    |
| Aurora Water  | 151226 oct           | 107701 Utilities                             | 11/12/2019 | 17.58    |
| Aurora Water  | 151228 NOV           | 107701 Utilities                             | 11/12/2019 | 406.15   |
| Aurora Water  | 151230               | 117701 Utilities                             | 11/12/2019 | 429.94   |
| Aurora Water  | 152426               | 107701 Utilities                             | 11/12/2019 | 38.04    |
| Aurora Water  | 10142019             | 117701 Utilities                             | 11/14/2019 | 3033.45  |
| Aurora Water  | 146368 OCT           | 117701 Utilities                             | 11/27/2019 | 38.04    |
| <b>Aurora Water Total</b>   |                      |  |            | 26056.93 |
| BLING Entertainment and Events                                      | Holiday Hometown Par | 107810 Public Events                         | 11/23/2019 | 13089    |
| <b>BLING Entertainment and Events Total</b>                         |                      |  |            | 13089    |
| Brody Chemical  | 473309               | 117582 Repairs and maintenance               | 9/30/2019  | 104.99   |
| <b>Brody Chemical Total</b>   |                      |  |            | 104.99   |
| Cambridge Law   | 757                  | 107460 Legal services                        | 9/30/2019  | 233.5    |
| <b>Cambridge Law Total</b>  |                      |  |            | 233.5    |
| CliftonLarsonAllen LLP  | 2722507              | 107000 Accounting                            | 9/30/2019  | 4798.85  |
| CliftonLarsonAllen LLP  | 2305324              | 107000 Accounting                            | 11/14/2019 | 2498.39  |
| <b>CliftonLarsonAllen LLP Total</b>                                 |                      |  |            | 7297.24  |
| Colorado Special Districts Property and Liability Pool              | POL-0000320 2019     | 107360 Insurance and bonds                   | 10/31/2019 | 400      |
| <b>Colorado Special Districts Property and Liability Pool Total</b> |                      |  |            | 400      |
| Common Area Maintenance Services                                    | M10012184            | 117808 Street sweeping                       | 10/1/2019  | 1905     |
| <b>Common Area Maintenance Services Total</b>                       |                      |  |            | 1905     |
| Dewberry Engineers, Inc.  | 1745475              | 117582 Repairs and maintenance               | 9/30/2019  | 2872.68  |
| <b>Dewberry Engineers, Inc. Total</b>                               |                      |  |            | 2872.68  |
| Diversified Underground, Inc  | 201913               | 117582 Repairs and maintenance               | 9/30/2019  | 75       |
| <b>Diversified Underground, Inc Total</b>                           |                      |  |            | 75       |
| Full Spectrum Lighting, Inc   | 703                  | 117855 Street lighting/ striping             | 9/23/2019  | 827.5    |
| Full Spectrum Lighting, Inc   | 727                  | 117855 Street lighting/ striping             | 9/24/2019  | 565      |
| Full Spectrum Lighting, Inc   | 757                  | 117855 Street lighting/ striping             | 10/3/2019  | 385      |
| Full Spectrum Lighting, Inc   | 867                  | 107855 Street lighting/ striping             | 10/26/2019 | 625      |
| Full Spectrum Lighting, Inc   | 916                  | 107855 Street lighting/ striping             | 11/5/2019  | 585      |
| Full Spectrum Lighting, Inc   | 918                  | 107855 Street lighting/ striping             | 11/5/2019  | 717.5    |
| Full Spectrum Lighting, Inc   | 919                  | 107855 Street lighting/ striping             | 11/5/2019  | 2583     |
| <b>Full Spectrum Lighting, Inc Total</b>                            |                      |  |            | 6288     |
| M & J Wilkow Properties, LLC  | 18346                | 117804 Property maintenance                  | 9/1/2019   | 9336.24  |
| M & J Wilkow Properties, LLC  | 18633                | 107804 Property maintenance                  | 10/1/2019  | 9336.24  |
| <b>M &amp; J Wilkow Properties, LLC Total</b>                       |                      |  |            | 18672.48 |
| Metco Landscape, Inc  | 533197               | 117585 Landscape maintenance & irrigation re | 8/30/2019  | 1500     |
| Metco Landscape, Inc  | SM176576             | 117585 Landscape maintenance & irrigation re | 10/1/2019  | 14728.5  |
| Metco Landscape, Inc  | 536796               | 117807 Snow removal                          | 10/31/2019 | 27327.3  |
| Metco Landscape, Inc  | SM178201             | 107585 Landscape maintenance & irrigation r  | 11/1/2019  | 14728.5  |
| <b>Metco Landscape, Inc Total</b>                                   |                      |  |            | 58284.3  |
| Millard Mall Services   | 76225                | 117802 Monthly cleaning                      | 9/30/2019  | 15528.08 |
| <b>Millard Mall Services Total</b>                                  |                      |  |            | 15528.08 |
| P & G Services  | 6001                 | 117582 Repairs and maintenance               | 11/3/2019  | 3300     |
| P & G Services  | 6002                 | 117582 Repairs and maintenance               | 11/8/2019  | 2000     |
| <b>P &amp; G Services Total</b>                                     |                      |  |            | 5300     |
| Rocky Mountain Flag Company   | 14662                | 117582 Repairs and maintenance               | 8/1/2019   | 389.82   |
| Rocky Mountain Flag Company   | 15130                | 107582 Repairs and maintenance               | 10/17/2019 | 2768.09  |
| <b>Rocky Mountain Flag Company Total</b>                            |                      |  |            | 3157.91  |
| Special District Management Services, Inc.                          | Sep-19               | 107440 District management                   | 9/30/2019  | 7524.64  |
| Special District Management Services, Inc.                          | Oct-19               | 107440 District management                   | 10/29/2019 | 3479.5   |
| <b>Special District Management Services, Inc. Total</b>             |                      |  |            | 11004.14 |
| Utility Notification Center of Colorado                             | 219091043            | 117582 Repairs and maintenance               | 9/30/2019  | 28.4     |
| <b>Utility Notification Center of Colorado Total</b>                |                      |  |            | 28.4     |
| Western Proscapes   | 53030                | 107801 Floral                                | 9/30/2019  | 7507.5   |
| Western Proscapes   | 52363                | 107801 Floral                                | 10/1/2019  | 8656.41  |
| Western Proscapes   | 53046                | 117801 Floral                                | 10/15/2019 | 15000    |
| Western Proscapes   | 52364                | 107801 Floral                                | 11/1/2019  | 8656.41  |
| <b>Western Proscapes Total</b>                                      |                      |  |            | 39820.32 |
| White, Bear & Ankele PC   | 7059                 | 107460 Legal services                        | 9/30/2019  | 8097.35  |
| <b>White, Bear &amp; Ankele PC Total</b>                            |                      |  |            | 8097.35  |
| Wildflower Meadows  | 33359                | 107582 Repairs and maintenance               | 10/28/2019 | 4355.95  |
| <b>Wildflower Meadows Total</b>                                     |                      |  |            | 4355.95  |
| <b>Grand Total</b>  |                      |  |            | 239008.6 |



**E. ALEXANDER DRIVE INTERSECTION**  
SCALE: 1" = 60'

Please add Fire Lane Signs with the correct corresponding arrows (A; B or C) to prevent unauthorized parking. 5 PLCS

Please label 23' Automatic Lift Gate with approved Siren Operated System, Knox Key Switch and Manual Release.



**SOUTHLANDS MALL CONNECTION**  
SCALE: 1" = 60'

**HARRIS KOCHER SMITH**

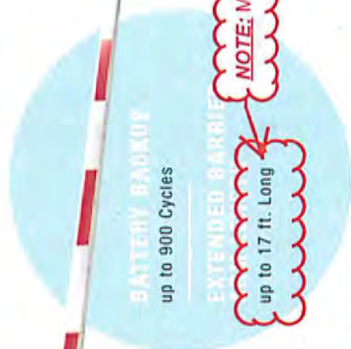
1120 Lincoln Street, Suite 1000  
 Denver, Colorado 80203  
 P: 303.623.6300 F: 303.623.6311  
 HarrisKocherSmith.com



COLLAPSIBLE BOLLARDS

**M A / M A T**  
**HIGH-TRAFFIC DC BARRIER**  
**GATE OPERATOR**

Reliable barrier operator for heavy-traffic applications.



Please relabel "Fire Lane".

**HKS**  
**HARRIS**  
**KOCHER**  
**SMITH**  
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 Denver, Colorado 80203  
 P: 303.623.6300 F: 303.623.6311  
 HarrisKocher-Smith.com



Your dependable source for door  
 and gate controls and accessories.

**SAG-M**

Siren Activated Gate

- New and improved siren operated sensor
- Easy and effective emergency access
- Makes all gates 911 accessible
- No codes or keys required
- Compatible with all gate/door operators
- Comes with a 4x5 inch reflective sign
- 12-24VAC/DC; 2-wire
- 6.5" (h) x 4.125" (w) x 2.25" (d)



E.V.A. GATE WITH SIREN OPERATED SYSTEM