

MINUTES OF A JOINT REGULAR MEETING OF THE BOARDS OF DIRECTORS

OF

SADDLE ROCK SOUTH AUTHORITY &
SADDLE ROCK SOUTH METROPOLITAN DISTRICT NO. 4

Held: Thursday, the 13th day of January, 2022, at 2:30 P.M.

The meeting was held via teleconferencing.

ATTENDANCE

The meeting was held in accordance with the laws of the State of Colorado. The following directors were in attendance:

Authority Designees:

James Quarles

Jason Inzer

Marie B. Hensler

Authority Alternate Designees:

Robert Childs

District No. 4:

Carol Bransfield

Marie Hensler

Robert Childs

Robin Childs

Also present were: Audrey G. Johnson, Esq., WHITE BEAR ANKELE TANAKA & WALDRON, Authority and District general counsel; Ashley B. Frisbie, WHITE BEAR ANKELE TANAKA & WALDRON, Authority and District Manager; Kimberly Johanns, Simmons & Wheeler, PC, Authority and District Accountant; Andy Carroll, Security Officer; Bradley A. Simons, PE, MMI Water Engineers, LLC, Authority Engineer; Jennifer Thomas and Eli Schlagel, Front Range Recreation, Inc. (“FRR”) (for a portion of the meeting); and Paula Turachak, resident.

ADMINISTRATIVE MATTERS

Call to Order

The meeting was called to order.

Declaration of Quorum and Confirmation of Director Qualifications

Ms. Frisbie noted that a quorum for the Saddle Rock South Authority (“Authority”) and the Saddle Rock South Metropolitan District No. 4 (“District”) was present and that the directors had confirmed their qualification to serve.

It was noted that there was not a quorum present for the Saddle Rock South Metropolitan District No. 2 or the Saddle Rock South Metropolitan District No. 3.

Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest Ms. Frisbie advised the Boards that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Frisbie reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest, if any, were filed with the Secretary of State’s Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. Ms. Frisbie inquired into whether members of the Boards 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 Boards to act.

Combined Meetings The Authority and the District are meeting in a combined meeting. Unless otherwise noted below, and as applicable, the matters set forth below shall be deemed to be the actions of the Authority and the District, collectively.

Approval of Agenda Ms. Frisbie presented the Boards with the agenda for the meeting. Upon motion of Mr. Childs, seconded by Mr. Quarles, the Boards unanimously approved the agenda, as amended.

Excusal of Absence The Boards noted the absence of Mr. Alpert. Upon motion of Mr. Childs, seconded by Mr. Quarles, the Boards unanimously excused his absence.

PUBLIC COMMENT There was no public comment.

CONSENT AGENDA MATTERS The Boards were presented with the consent agenda items. Upon motion of Ms. Hensler, seconded by Mr. Childs, the Boards unanimously took the following actions:

- a. District No. 4 Matters
 - i. Approved Board Meeting Minutes from November 11, 2021 Meeting
 - ii. Adopted Resolution No. 2022-01-01: Designating 24-Hour Posting Location
- b. Authority Matters
 - i. Approved Board Meeting Minutes from November 11, 2021 Meeting
 - ii. Ratified Payment of Claims as of January 13, 2022 (\$151,574.86)
 - iii. Adopted Resolution No. 2022-01-01: Designating 24-Hour Posting Location
 - iv. Ratified Addenda to the 2021 Independent Contractor Agreement with Keesen Landscape Management, Inc. (“Keesen”) for the following:

- (a.) Addendum No. 12 for Additional Winter Watering (\$8,000)
- (b.) Addendum No. No. 13 for Next Phase of Tree Pruning (\$25,720)
- v. Ratified Addenda to the 2022 Independent Contractor Agreement with Keesen for the following:
 - (a.) Addendum No. 1 for Cleanup of Tracts F and H on E. Briarwood Drive (\$4,090)
- vi. Ratified Approval of Irrigation Controller Modem Upgrades

**FACILITIES
MANAGEMENT
MATTERS**

Clubhouse

Ms. Thomas provided the Boards with an update on the clubhouse, noting that reservations have slowed down and a few cancellations have been made due to the recent COVID surge.

Repair and Replacement of
Pool Furniture

Proposal from Front
Range Recreation for
Purchase of New Pool
Furniture

Ms. Thomas presented the Boards with a proposal from Front Range Recreation for the purchase of new pool furniture, in the amount of \$23,494.04.

Following discussion, upon motion of Mr. Quarles, seconded by Mr. Inzer, the Boards unanimously approved the proposal, subject to the addition of approximately \$2,000 in additional furniture, to better align with the budgeted amount.

Proposal from Good
Paint, LLC for
Refurbishing of
Wrought-Iron Furniture

Ms. Frisbie presented the Boards with a proposal from Good Paint, LLC for refurbishing of the wrought-iron furniture, in the amount of \$7,700.00

Following discussion, upon motion of Mr. Quarles, seconded by Mr. Inzer, the Boards unanimously approved the proposal.

ENGINEER’S MATTERS

Engineer’s Report

Mr. Simons presented his Engineer’s Report to the Boards.

Detention Ponds

Update on Gravel
Maintenance Access
Road for Pond H-11(E)

Mr. Simons provided the Boards with an update on the installation of the gravel maintenance access road for Pond H-11(E), noting that the project was completed on November 5, 2021. He noted that Edelta, Inc. completed slope and surface stabilization of the portion of tract used for construction access, and they visited the site after the project had been completed to clean up some oil stains that were left on the adjacent motor court.

Update on Close-Out of Open Stormwater Construction Permit for Pond H-11(W)

Mr. Simons provided an update on the close-out of the open stormwater construction permit for Pond H-11(W), noting that the permit has been closed. Mr. Simons reported that this pond is the Authority’s responsibility to maintain going forward, as indicated on the original plat that was approved by the City of Aurora (the “City”). He also noted that the City is not willing or able to take over the maintenance responsibility. Mr. Simons reported that he will work to obtain proposals in the spring for ongoing maintenance of the pond.

Update on Status of Pond L-5 Rehabilitation Work

Mr. Simons reported that Point Consulting, LLC continues to work on a proposed plan for the rehabilitation work of Pond L-5. Once the plan is available, Mr. Simons will provide the Boards with recommendations on items requiring repair or replacement. No action was needed by the Boards at this time.

Status of Proposals for Tennis Court Repairs

Mr. Simons reported that he has been in contact with multiple companies regarding repair and replacement work for the tennis courts; however, he has had trouble obtaining any proposals. Mr. Simons recommended that the tennis courts be resurfaced, rather than spot repaired, and will continue to work on obtaining proposals. Ms. Frisbie reported that she is working to obtain a proposal for any needed repairs to the windscreen or nets.

The Board discussed converting one of the tennis courts to a pickle ball court. Following discussion, the Board determined to keep both courts as tennis courts at this time.

Deteriorating Signs

Mr. Simons noted that a lot of signs in the community appear to be deteriorating. He will work with Ms. Frisbie on repairs and replacements, as may be needed.

FINANCIAL MATTERS

There were no financial matters.

DISTRICT MANAGER MATTERS

Management Report

Ms. Frisbie presented her Management Report to the Boards.

Proposal from Keesen for Installation of New ET Irrigation Controllers

Ms. Frisbie presented the Boards with a proposal from Keesen for installation of New ET Irrigation Controllers. She reported that the Groundskeeping Committee has recommended that the Authority proceed with installation of two smart irrigation controllers after having met with representatives from Aurora Water to discuss the benefits of the controllers and the City’s smart controller rebate program.

Following discussion, upon motion of Mr. Quarles, seconded by Mr. Inzer, the Boards unanimously approved the proposal.

Update on May 3, 2022
Election (District Nos. 2-4)

Ms. Frisbie provided the Boards with an update on the May 3, 2022 Election, noting that the Call for Nominations will be posted on the website and published between January 23 and February 17, and that Self-Nomination and Acceptance Forms must be submitted by 5:00 p.m. on February 25.

**SAFETY AND
SECURITY
COMMITTEE
MATTERS**

General Update

Mr. Carroll provided a general security update to the Boards, noting that criminal activity has been fairly quiet lately. Mr. Carroll reported that the solar lights were installed by the east pool and that they have been working well and appear to have helped with the loitering problem at the playground.

Neighborhood Watch
Update

There was no update at this time.

Status of Security Camera
Operations

There was no update at this time.

DIRECTORS' MATTERS

Request from Cub Scout
Troop to Use Clubhouse for
Crossover Ceremony

Mr. Inzer informed the Boards that a local Cub Scout Troup had requested to use the clubhouse for their crossover ceremony, as they don't currently have an available facility. Mr. Inzer noted that he will be in attendance and will help oversee the event, and requested approval for the use of the clubhouse.

Following discussion, upon motion of Ms. Hensler, seconded by Mr. Quarles, the Boards unanimously approved the request and waived the clubhouse deposit and fees.

LEGAL MATTERS

Collections Matters

Ms. Johnson provided an update on collections matters, noting that there is currently \$2,970.74 outstanding from 4 collection and foreclosure files. Ms. Johnson reported that one file had received payment in full in November 2021, and closing of the account was previously in process; however, the check that was provided by the property owner was ultimately returned due to insufficient funds, and a replacement check has not yet been provided.

OTHER BUSINESS

Next Meeting

The next regular meeting of the Authority and the Districts is scheduled for March 10, 2022, at 2:30 P.M.

ADJOURNMENT

There being no further business to be conducted, the meeting was adjourned.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

Marie B Hensler

Marie B Hensler (Mar 14, 2022 15:33 MDT)

Secretary for the Authority

Carol J Bransfield

Carol J Bransfield (Mar 14, 2022 16:59 MDT)

Secretary for District No. 4