

MINUTES OF A JOINT REGULAR MEETING OF THE BOARDS OF DIRECTORS

OF

SADDLE ROCK SOUTH AUTHORITY &
SADDLE ROCK SOUTH METROPOLITAN DISTRICT NOS. 2-4

Held: Thursday, the 12th day of May, 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:

Howard Johnson
Robert Childs

District No. 2:

Howard Johnson
Jason Inzer

District No. 3:

James Quarles
Jordan Rigberg

District No. 4:

Rodney A. Alpert
Carol Bransfield
Marie B. Hensler
Robert Childs
Robin Childs

Also present were: Audrey G. Johnson, Esq. and Jon L. Wagner, Esq., WHITE BEAR ANKELE TANAKA & WALDRON, Authority and District general counsel; Ashley B. Frisbie, WHITE BEAR ANKELE TANAKA & WALDRON, Authority and District Manager; Bradley A. Simons, PE, MMI Water Engineers, LLC, Authority Engineer; 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 for each of the Saddle Rock South Metropolitan District Nos. 2-4 (individually, “District No. 2”, “District No. 3”, and “District No. 4”, and, collectively, the “Districts”) was present and that the directors had confirmed their qualification to serve.

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 Districts 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 Districts, collectively.

Approval of Agenda

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

Excusal of Absences

The Boards noted the absence of Ms. Taylor. Upon motion of Mr. Quarles, seconded by Mr. Inzer, the Boards unanimously excused her absence.

PUBLIC COMMENT

There was no public comment.

**CONSENT AGENDA
MATTERS**

The Boards of the Authority and District Nos. 3 & 4 were presented with the consent agenda items. Upon motion of Ms. Hensler, seconded by Mr. Quarles, the Boards of the Authority and District Nos. 3 & 4 unanimously took the following actions:

- a. District Nos. 3 & 4 Matters
 - i. Approved Board Meeting Minutes from March 10, 2022 Meeting
 - ii. Accepted Unaudited Financial Statements as of March 31, 2022
- b. Authority Matters
 - i. Approved Board Meeting Minutes from March 10, 2022 Meeting
 - ii. Ratified Payment of Claims as of May 12, 2022 (\$117,300.02)
 - iii. Accepted Unaudited Financial Statements as of March 31, 2022
 - iv. Ratified Addendum No. 10 to the 2022 Independent Contractor Agreement with Keesen Landscape Management,

Inc. (“Keesen”) for Replacement of Walk Bridge by Roxbury Park (\$2,175.88)

The Board of District No. 2 was presented with the consent agenda items. Upon motion of Mr. Inzer, seconded by Mr. Johnson, the Board of District No. 2 unanimously took the following actions:

- i. Approved Board Meeting Minutes from March 10, 2022 Meeting
- ii. Accepted Unaudited Financial Statements as of March 31, 2022

FACILITIES MANAGEMENT MATTERS

Update on Clubhouse

Ms. Frisbie noted that there were no representatives from Front Range Recreation (“FRR”) in attendance at the meeting. She will request an update from FRR on the clubhouse and will circulate any issues to the Boards.

Update on 2022 Pool Season

Ms. Frisbie provided an update, noting that there may be a possible delay in delivery of the poolside furniture. She also noted that FRR should be starting to activate the pools for summer. It is anticipated that the pools will open on May 28th, with normal operating procedures.

Review and Consider Approval of Proposal from Front Range Recreation, Inc. for Replacement of Water Heater at East Pool

The Boards reviewed the proposal from FRR for the replacement of the water heater at the east pool. Following discussion, the Boards directed Ms. Frisbie to obtain clarification from FRR on whether the water heater specified in the proposal is for the pool or the bathrooms, and to then circulate the proposal to the Authority Board for approval.

ENGINEER’S MATTERS

Engineer’s Report

Mr. Simons presented his report to the Boards, noting that the annual reports for Ponds H-11(E), H-11(W), and L-5 are due to the City of Aurora (the “City”) by May 31st. Ms. Frisbie reported that she will review Mr. Simons’ reports and will submit to the City by the deadline.

General Update on Stormwater Ponds

Mr. Simons provided the Boards with a general update on the stormwater ponds.

FINANCIAL MATTERS

Update on Status of 2021 Audits (Authority and District No. 4)

Ms. Frisbie noted that there were no representatives from Simmons & Wheeler, P.C. in attendance at the meeting. She provided an update on the status of the 2021 Audits for the Authority and

District No. 4, noting that the audits should be available for the Boards' review and acceptance at the July meeting.

Discuss Closing of FirstBank Account (District No. 4) This matter was deferred.

DISTRICT MANAGER MATTERS

Management Report Ms. Frisbie presented her Management Report to the Boards, noting that the tennis courts and windscreens were power washed last week.

Groundskeeping Committee Update

Update on Status of Proposal from Keesen for Beautification of Basketball Court Area (E. Costilla Drive) Ms. Frisbie provided an update on the status of the proposal from Keesen for the beautification of the basketball court area off of East Costilla Drive, noting that Keesen is planning to have a proposal available at the next Groundskeeping Committee meeting.

Update on Tennis Court Resurfacing and Repairs

Consider Approval of Proposal from @Yur Service for Replacement of Net and Strap on West Side of Tennis Court (\$350) Ms. Frisbie presented the proposal from @Yur Service for the replacement of the net and strap on the west side of the tennis court to the Boards for consideration. Following discussion, upon motion of Ms. Hensler, seconded by Mr. Quarles, the Boards unanimously approved the proposal in the amount of \$350.00.

Request From Aurora YMCA for Authority to Distribute Informational Flyer

Ms. Frisbie informed the Boards that the Aurora YMCA had reached out to inquire if the Authority would be agreeable to distributing one of their informational flyers to the community. Ms. Frisbie noted that once the Authority agrees to promote any vendor or organization, it must promote all subsequent requests from any other vendors or organizations, in order to avoid violating the First Amendment.

Following discussion, upon motion of Mr. Quarles, seconded by Ms. Hensler, the Boards unanimously determined not to promote for any organizations or vendors at this time.

SAFETY AND SECURITY COMMITTEE MATTERS

- General Update Ms. Frisbie noted that there were no representatives from Metropolitan District Public Safety Group, LLC in attendance at the meeting.
- Neighborhood Watch Update There was no update at this time.
- Status of Security Camera Operations There was no update at this time.

DIRECTORS' MATTERS

- Discuss Board Vacancies (District No. 3) Ms. Frisbie noted that there are currently two (2) vacancies on the District No. 3 Board. Ms. Turachak introduced herself to the Boards and expressed her interest in being appointed to the Board of District No. 3, noting that she regularly attends the Board meetings and has time available in her schedule. Ms. Turachak also noted that she is on the Boards of the Saddle Rock South Master Association Board and the Shadow Creek HOA. Mr. Quarles thanked Ms. Turachak for her interest and provided his recommendation that Ms. Turachak be appointed to the Board of District No. 3.

Following discussion, upon motion of Mr. Quarles, seconded by Mr. Rigberg, the Board of District No. 3 unanimously appointed Ms. Turachak to the Board of District No. 3 for a term ending in 2023, subject to confirmation of her qualifications.
- Discuss Landscaping Matters Mr. Quarles reported his concern about some broken sprinkler heads in the community. Ms. Frisbie reported that Keesen has been onsite working on the system, and requested that any concerns or issues be reported to her so she can coordinate with Keesen.

Ms. Hensler noted that Keesen has been prompt with clean-up and she has been impressed with their service so far this season. Ms. Frisbie noted that she would pass the compliment along to Keesen.
- Discuss Speed Sensors Along E. Easter Avenue The Boards discussed options for placement of speed sensors along E. Easter Avenue. It was noted that this matter will be under the scope and responsibility of the City. All Board members were in agreement to the posting of digital signs along the side of the road, if the City is able and willing. Mr. Simons noted that there is a neighborhood calming traffic program through the City.

Following discussion, the Boards directed staff to look into available options for the placement of speed sensors along E. Easter Avenue.

LEGAL MATTERS

Update on Collections Matters

Discuss Authority’s Guidelines for Processing and Collection of Delinquent Fees and Charges

Mr. Wagner provided the Boards with an update on the Authority’s collections resolution and how billing to collections accounts is handled, noting that fees may initially be billed to the Authority; however, they are passed along to the specific accounts for later collection.

Mr. Wagner reported that one account was just triggered for the foreclosure process. Ms. Frisbie reported that the Authority Board previously approved the engagement of Spence Fane LLP as special counsel to provide foreclosure services, as needed.

Update on Current Accounts

Ms. Johnson noted that there is currently \$2,874.24 outstanding from 3 collections and foreclosure files.

OTHER BUSINESS

Next Meeting

The next regular meeting of the Authority and the Districts is scheduled for July 14, 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 (Aug 16, 2022 09:34 MDT)

Secretary for the Authority


Jason E. Inzer (Aug 16, 2022 09:23 MDT)

Secretary for District No. 2

Jordan Rigberg
Jordan Rigberg (Aug 16, 2022 11:14 MDT)

Secretary for District No. 3

Carol J Bransfield
Carol J Bransfield (Aug 16, 2022 21:06 MDT)

Secretary for District No. 4