

MINUTES OF A JOINT REGULAR MEETING OF THE BOARDS OF DIRECTORS

OF

SADDLE ROCK SOUTH AUTHORITY,
SADDLE ROCK SOUTH METROPOLITAN DISTRICT NO. 3 &
SADDLE ROCK SOUTH METROPOLITAN DISTRICT NO. 4

Held: Thursday, the 8th day of September, 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
Jan Taylor

District No. 3:

James Quarles
Jan Taylor
Jordan Rigberg
Paula Turachak

District No. 4:

Rodney A. Alpert
Carol Bransfield
Marie B. 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; and Jennifer Thomas, Front Range Recreation, Inc. (“FRR”) (for a portion of the meeting).

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. 3 & 4 (individually, “District No. 3” and “District No. 4”, and, collectively, the “Districts”) was

present and that the directors had confirmed their qualification to serve.

Ms. Frisbie noted there was not a quorum present for the Saddle Rock South Metropolitan District No. 2.

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. Alpert, the Boards unanimously approved the agenda, as amended.

Excusal of Absences

The Boards noted the absence of Mr. Johnson. Upon motion duly made and seconded, 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 Mr. Alpert, seconded by Mr. Quarles, the Boards unanimously took the following actions:

- a. District Nos. 3 & 4 Matters
 - i. Approved Board Meeting Minutes from May 12, 2022 Meeting (District No. 3)
 - ii. Approved Board Meeting Minutes from July 14, 2022 Meeting (District No. 4)
 - iii. Accepted Unaudited Financial Statements as of June 30, 2022

- b. Authority Matters
 - i. Approved Board Meeting Minutes from July 14, 2022
 - ii. Ratified Payment of Claims as of September 8, 2022 (\$200,162.42)
 - iii. Accepted Unaudited Financial Statements as of June 30, 2022
 - iv. Rescinded Approval of Continued Maintenance Support from Edelta, Inc. for Pond H-11(E) and Pond H-11(W)
 - v. Ratified Approval of Request from Estancia Metropolitan District to Hold Community Meeting at Clubhouse
 - vi. Ratified Addendum to the 2022 Independent Contractor Agreement with Keesen Landscape Management, Inc. (“Keesen”) for the following:
 - a) Addendum No. 16 for Seed and Blanket of Native Tract off of S. Tempe Court (\$2,600)

FINANCIAL MATTERS

2023 Budget Matters

Review Preliminary Assessed Valuations

Ms. Johanns presented the preliminary assessed valuations to the Boards, noting that the residential rate has been reduced so it appears that values have changed more than they would have if using the prior assessment rate. It was noted that the final assessed valuations will be provided by December 10, 2022.

Set Budget Hearing Dates – November 10, 2022 at 2:30 P.M.

Ms. Frisbie noted that the current date scheduled for the 2023 budget hearings is November 10, 2022 at 2:30 P.M. The Boards confirmed the hearing date.

Update on Draft 2023 Budgets and Budget Committee Update

Ms. Frisbie reported that the Budget Committee is planning to meet on September 27, 2022 to discuss the details of the 2023 budgets. Ms. Frisbie requested that any proposed budget items be submitted to the Budget Committee prior to that date.

FACILITIES MANAGEMENT MATTERS

Update on Clubhouse

Ms. Thomas provided the Boards with an update on the clubhouse, noting that reservations are going well and there have not been any negative comments received.

Update on 2022 Pool Season

Ms. Thomas provided the Boards with an update on the 2022 pool season, noting that the pools are now being prepared for winterization and an end of year report will be provided with any recommended repairs.

The Boards inquired as to if the pools could stay open past Labor Day. Ms. Thomas reported that FRR does not have the staff or capacity to provide an extension this year; however, it may a possibility for next year.

Following discussion, upon a motion duly made by Mr. Quarles, seconded by Mr. Inzer, the Boards unanimously directed staff to obtain a proposal for a 2-week extended season in 2023. Ms. Thomas noted that this will be for maintenance only, as lifeguard staff will not be available.

Update on Pools Special Initiative Grant

Ms. Frisbie provided the Boards with an update on the Pools Special Initiative Grant, noting that the first payout to staff has been processed. Ms. Thomas indicated that the second payout will be processed at the end of the pool season.

Review and Discuss Dispute from Property Owner, as related to July 9, 2022 South Pool Incident

Ms. Frisbie provided an update to the Boards regarding the July 9, 2022 south pool incident, noting that the property owner has disputed the allegations and disciplinary actions. Following discussion, upon a motion duly made by Mr. Inzer, seconded by Ms. Hensler, the Boards unanimously determined that the disciplinary actions decided at the July 14, 2022 meeting will remain in place.

Discuss Security and Alcohol Usage During Rental of Facilities

Ms. Frisbie and Ms. Thomas discussed security and alcohol usage at the pool and clubhouse with the Boards. It was noted that alcohol is prohibited at the pools at all times, and only allowed at the clubhouse during reservations with security present. Following discussion, the Boards directed staff to install signage at the pools and add clarifying language during the access card registration process that clarify that no alcohol is allowed. The Boards would also like to ensure that the “no glass” rule is strictly enforced. The Boards also directed staff to utilize security immediately if alcohol is suspected or confirmed present. Security should also be called if residents are being non-responsive or disrespectful to pool staff. Ms. Thomas noted that she will work with Ms. Frisbie to have these items in place for next summer.

The Boards also directed staff to review the online registration forms to ensure they mirror the Authority’s adopted policies and procedures.

Mr. Inzer inquired about recent vandalism at the south pool. Ms. Frisbie provided an update, noting that the access card reader has been repaired.

ENGINEER'S MATTERS

Engineer's Report	Mr. Simons presented his Engineer's Report to the Boards.
General Update on Stormwater Ponds	Mr. Simons provided a general update on stormwater ponds to the Boards.
Discuss Ongoing Maintenance of Ponds	The Board engaged in general discussion regarding the ongoing maintenance of ponds.
Discuss Maintenance Support Services for Ponds	Mr. Simons reported that Edelta, Inc. has not been dependable for pond maintenance support services. Mr. Simons recommended that the Boards discontinue utilizing their services and reported that he is working on obtaining proposals from alternate contractors.
Discuss Pond H-11(E) Open Stormwater Permit	Mr. Simons discussed options related to the Authority assuming responsibility for the Pond H-11(E) open stormwater permit, as the Authority had previously accepted the pond for operations and maintenance. Mr. Simons reported that the City of Aurora (the "City") has indicated that quite a bit of effort and time would be needed for this process. With this additional information, Mr. Simons indicated that he is now recommending that the Authority does not assume the open stormwater permit, noting that the developer is in agreement. Following discussion, the Boards also agreed to not move forward with assumption of the open stormwater permit. No further action is needed at this time.
Discuss Pond L-5 Sediment Stockpiling Location	Mr. Simons reported that the Authority will need a location to store sediment removed from Pond L-5 during the rehabilitation project, noting that there is not an adequate location on District property; however, he has identified a usable location on the property of the SmartStop Self Storage facility. The storage facility has indicated that they are agreeable to allowing the Authority to stockpile the sediment on their property. Following discussion, the Authority Board directed staff to prepare the necessary documentation and coordinate storage.
Consider Approval of Proposal from Sunny Day Concrete, LLC for Concrete Addition to Motor Court on S. Tempe Court	Mr. Simons presented the Boards with a proposal from Sunny Day Concrete, LLC to add concrete to the motor court off of S. Tempe Court. Mr. Simons reported that there is a section at the top of motor court that appears to be missing concrete, making snow removal services difficult. Following discussion, upon a motion duly made by Mr. Quarles, seconded by Mr. Inzer, the Authority Board unanimously approved the proposal from Sunny Day Concrete, LLC in the amount of \$11,400.

Consider Approval of Proposal from Rebuild Corp for Construction of Safety Rail in Pump Room at East Pool

This matter was deferred.

Consider Approval of Proposal from Rebuild Corp for Pool Gate Repairs & Replacement

This matter was deferred.

Consider Approval of Proposal from Rebuild Corp for Retaining Wall Repairs at Pond H-11€

This matter was deferred.

Update on Status of Proposals for Tennis Court Rehab Work

Mr. Simons provided an update on the status of proposals for the tennis court rehab work, noting that he has been working on details and recommendations for the work. Mr. Childs noted that he believes the tennis courts will need repair in the near future. Following discussion, the Boards directed staff to obtain a proposal for the tennis court rehab work, to include a line item for the pickleball lines.

DISTRICT MANAGER MATTERS

Management Report

Ms. Frisbie presented her Management Report to the Boards.

Groundskeeping Committee Update

Ms. Frisbie provided an update on Groundskeeping Committee matters. Ms. Taylor noted that the Groundskeeping Committee is working to modify current landscaping to reduce turf and save water, and to switch plantings from annuals to perennials to reduce the cost of annual plantings.

Consider Approval of Independent Contractor Agreement with Keesen for Snow Removal Services for 2022-2023 Winter Season

Ms. Frisbie presented the Boards with the proposal from Keesen for snow removal services for the 2022-2023 winter season, noting that the triggers will be the set at 2 inches for sidewalks and 4 inches for parking areas. Following discussion, upon a motion duly made by Ms. Hensler, seconded by Ms. Bransfield, the Authority Board unanimously approved the proposal and Independent Contractor Agreement for snow removal services.

Consider Approval of Addendum No. 17 to the Independent Contractor Agreement with Keesen for

Ms. Frisbie presented the Boards with Addendum No. 17 to the Independent Contractor Agreement with Keesen for 2022 Holiday Lighting. Following discussion, upon a motion duly made by Mr. Alpert, seconded by Mr. Quarles, the Authority

2022 Holiday Lighting
(\$10,176.50)

Board unanimously approved Addendum No. 17 for 2022 Holiday Lighting, in the amount of \$10,176.50.

Discussion Regarding
Regular Meeting Location

The Boards engaged in general discussion regarding the location of regular meetings. Board Members discussed their preferences, with some preferring to move back to in-person meetings at the clubhouse, and others preferring to keep meetings held via teleconference. The Boards also discussed hybrid options. Following discussion, the Boards directed staff to research hybrid technology options for discussion at the next meeting.

**SAFETY AND
SECURITY
COMMITTEE
MATTERS**

General Update

Mr. Carroll provided the Boards with a general update on crime in the area, noting that there is a new scam whereby individuals attempt to gain access to homes by indicating that their phone is being traced there. He is working with the community's PAR Officer and Neighborhood Watch to bring awareness to the issue.

Mr. Carroll informed the Boards that there appear to have been individuals accessing the tennis courts without an access card. Mr. Carroll coordinated to have the cover welded to fix this issue.

Mr. Carroll reported that the City has installed a crosswalk at the intersection of E. Easter Avenue and S. Shawnee Street.

Neighborhood Watch
Update

There was no update at this time.

Status of Security Camera
Operations

There was no update at this time.

Update on Speed Radar
Signs along E. Easter
Avenue

Ms. Frisbie reported that Mr. Carroll worked with the City to secure three permanent speed radar signs along E. Easter Avenue that will be installed in the spring.

DIRECTORS' MATTERS

Consider Appointment of
Officers (District No. 3)

This matter was deferred.

LEGAL MATTERS

Update on Collections
Matters

Ms. Johnson provided the Boards with an update on collections matters, noting there is currently \$2,979.24 outstanding from three collection and foreclosure files.

OTHER BUSINESS

Next Meeting

The next regular meeting of the Authority and the Districts is scheduled for November 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 (Dec 6, 2022 11:40 MST)

Secretary for the Authority

Jan Taylor

Jan Taylor (Nov 22, 2022 16:34 MST)

Secretary for District No. 3

Carol Bransfield

Carol Bransfield (Nov 22, 2022 15:40 MST)

Secretary for District No. 4