

## RECORD OF PROCEEDINGS

### MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF SOUTH SLOAN'S LAKE METROPOLITAN DISTRICT NO. 2 HELD MARCH 15, 2024

A Regular Meeting of the Board of Directors ("Board") of the South Sloan's Lake Metropolitan District No. 2 ("District") was held on Friday, March 15, 2024, at 1:00 p.m. This District Board meeting was held via Zoom Videoconference. The meeting was open to the public.

#### **ATTENDANCE**

##### **Directors present and acting:**

Beth Ellertson, President  
Carl Koelbel, Treasurer  
Sarah Lavery, Assistant Secretary  
James Bettis, Assistant Secretary (for a portion of the meeting)

Following discussion, upon motion made by Director Koelbel, seconded by Director Bettis and, upon vote, unanimously carried, the absence of Director Joseph Iannuzzi was excused.

##### **Also present were:**

Ann Finn and Sarah Warner; Public Alliance LLC  
Jon Hoistad, Esq.; McGeady Becher P.C.  
Margaret Henderson; CliftonLarsonAllen LLP  
Leigh Dufresne; BrightView Landscape Services, Inc. (for a portion of the meeting)  
Samantha Sandt; Gum Pop Presents (for a portion of the meeting)  
Dawn Sienicki; Resident

#### **ADMINISTRATIVE MATTERS**

**Disclosure of Potential Conflicts of Interest:** Attorney Hoistad noted a quorum was present and discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. Attorney Hoistad noted that necessary disclosures of potential conflicts of interest were filed with the Secretary of State by the statutory deadline.

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

## RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Koelbel, seconded by Director Bettis and, upon vote, unanimously carried, the Board approved the Agenda, as amended.

**Meeting Location:** The Board entered into discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting.

Following discussion, upon motion duly made by Director Koelbel, seconded by Director Bettis and, upon vote, unanimously carried, the Board determined to conduct this meeting via Zoom videoconference. The Board noted that notice of this meeting and Zoom meeting information was duly posted on the District's website and the Board has not received any objections to the format or any requests that the meeting format be changed by taxpaying electors within the boundaries of the District.

**Designation of 24-Hour Posting Location:** Following discussion, upon motion duly made by Director Koelbel, seconded by Director Bettis and, upon vote, unanimously carried, the Board determined that notices of meetings of the District Board required pursuant to Section 24-6-402(2)(c), C.R.S., shall be posted at least 24 hours prior to each meeting on the District's website at: <https://southsloanslakemetro.org/> or if posting on the website is unavailable, notice will be posted at 1596 Stuart Street on a fence behind the Chapel.

**Public Comment:** Ms. Sienicki addressed the Board regarding the landscaping along 16<sup>th</sup> Avenue and requested the area be upgraded. The Board expressed that landscaping has been a high priority, but doing it well is expensive, so the Board has been identifying a few areas a year to work on. The Board noted that they will consider her request, but would need to obtain pricing and allocate funds for the project which would most likely not occur until 2025.

**Minutes of December 15, 2023 Special Meeting and the December 15, 2023 Statutory Annual Meeting:** The Board reviewed the Minutes of the December 15, 2023 Special Meeting and the December 15, 2023 Statutory Annual Meeting.

Following review, upon a motion duly made by Director Ellertson, seconded by Director Koelbel and, upon vote, unanimously carried, the Board approved the Minutes of the December 15, 2023 Special Meeting and the December 15, 2023 Statutory Annual Meeting.

**Resignation of Secretary:** The Board discussed the resignation of AJ Beckman as Secretary to the Board and considered the appointment of Ann Finn as Secretary to the Board.

## RECORD OF PROCEEDINGS

Following discussion, upon motion duly made by Director Ellertson, seconded by Director Koelbel and, upon vote, unanimously carried, the Board acknowledged the resignation of AJ Beckman and appointed Ann Finn as Secretary to the Board.

**2024 Regular Meeting Schedule:** The Board entered into discussion regarding the 2024 regular meeting schedule. Ms. Finn was directed to contact the directors individually to determine if a revised 2024 meeting schedule could be coordinated. No changes were made at this time.

### **CONSENT AGENDA**

The following items on the consent agenda were considered routine or administrative. Following a summary by Ms. Finn, upon motion duly made Director Bettis, seconded by Director Koelbel and, upon vote, unanimously carried, the Board took the following actions:

- Ratified approval of Design Review Service Agreement between the District and Moore Iacofano Goltsman, Incorporated (“MIG”).
- Ratified approval of Service Agreement to repair broken windows in the chapel by and between Scottish Stained Glass and the District in the amount of \$1,068.
- Ratified approval of Service Agreement for Pump Repair between the District and Denver Winpump Co.
- Ratified approval of Service Agreement for Tree Care Services between the District and Rocky Mountain Tree Care, Inc.
- Ratified approval of Service Agreement for Landscape Services between the District and BrightView Landscape Services, Inc.
- Ratified approval of Change Order No. 01 to Service Agreement for Landscape Services between the District and BrightView Landscape Services, Inc.

### **FINANCIAL MATTERS**

**Payment of Claims:** Ms. Henderson presented for the Board’s consideration the payment of claims for the period from December 5, 2023 through March 8, 2024, in the amount of \$82,774.94.

Following discussion and review, upon a motion duly made by Director Ellertson, seconded by Director Koelbel and, upon vote, unanimously carried, the Board ratified approval of the payment of claims, for the period from December 5, 2023 through March 8, 2024, in the amount of \$82,774.94.

**Unaudited Financial Statements:** Ms. Henderson presented the unaudited financial statements dated December 31, 2023, for the Board’s review and acceptance.

Following discussion and review, upon a motion duly made by Director Ellertson, seconded by Director Koelbel and, upon vote, unanimously

## RECORD OF PROCEEDINGS

carried, the Board accepted the unaudited financial statements dated December 31, 2023, as presented.

**Auditor:** Ms. Henderson discussed with the Board the administrative sanctions enacted against Haynie & Company. Following discussion, the Board determined to continue to use Haynie & Company for performance of the 2023 Audit, with the caveat that Christine Mcleod conducts the Audit.

**Appointment of Board Members Authorized to Review and Approve Accounts Payable:** The Board entered into discussion regarding the appointment of a Board member to review and approve invoices. Ms. Finn noted that Director Laverty is the current approver and that he requested another Director be authorized as well.

Following discussion, upon a motion duly made by Director Ellertson, seconded by Director Koelbel and, upon vote, unanimously carried, the Board authorized Director Ellertson as the first approver and Director Laverty as the backup approver in Bill.com.

### **OPERATIONS MATTERS**

**Proposals from BrightView Landscape Services, Inc. for the Artificial Turf Replacement Project and Additional Floral Planters:** The Board reviewed proposals from BrightView Landscape Services, Inc. for the artificial turf replacement project, additional floral planters and irrigation work. Ms. Finn noted the turf replacement portion of the project is \$27,364.33.

Following discussion, upon a motion duly made by Director Ellertson, seconded by Director Koelbel and, upon vote, unanimously carried, the Board approved the proposals from BrightView Landscape Services, Inc. for the artificial turf replacement project and additional floral planters, subject to verification of the cost of the planters and irrigation modifications, discussed.

**Paver Repair Project:** Ms. Finn discussed the status of the paver repair project. She reviewed a proposal from BrightView Landscape Services, Inc. to repair broken pavers and fix trip hazards, in the amount of \$16,000. The Board deferred action until pricing for the pavers is known.

**Concrete Work Project:** Ms. Finn discussed the status of the concrete work project. She noted Public Alliance LLC has identified trip hazards and rated them from high to low priority in case the work needs to be completed in phases. She further noted the Public Alliance LLC is in the process of obtaining bids for the project.

## RECORD OF PROCEEDINGS

### **Amendment to the Events Policy, Permit and Facilities Management**

**Fee:** Ms. Finn reviewed the Amendment to the Events Policy, Permit and Facilities Management Fee with the Board. Following discussion, the Board requested Public Alliance LLC take a poll regarding the community's thoughts and/or impact regarding the events. The Board further directed Ms. Finn to work with Director Bettis on finalization of the Amendment to the Events Policy, Permit and Facilities Management Fee, including designating locations for signage.

*Applications for Event Permits (TBW Enterprises LLC d/b/a Gum Pop Presents):* Ms. Sandt addressed the Board regarding applications for event permits. Following discussion, the Board authorized Ms. Finn to approve the applications, once the Amendment to the Events Policy, Permit and Facilities Management Fee has been finalized.

### **Pressure Washing Services:**

*Proposal from Colorado Service Company for Heated Power Washing Services:* Ms. Finn reviewed a proposal from Colorado Service Company for heated power washing services, in the amount of \$8,000 which includes the entire District. Ms. Finn noted Colorado Service Company has previously performed free services for the District, including cleaning grease off of the sidewalks. The Board deferred action at this time.

*Proposal from Integrative Environmental Systems, LLC to Disinfect and Pressure Wash the 5 Dog Turf Pads on the South Side of The Raleigh:* Ms. Finn reviewed a proposal from Integrative Environmental Systems, LLC to disinfect and pressure wash the 5 dog turf pads on the south side of The Raleigh, for the amount of \$250 per treatment. It was noted that these services will not be needed if the Board moves forward with the turf renovation project. Following discussion, the Board authorized pressure washing services until the turf is removed.

**Year End Irrigation and Water Consumption Reports:** Ms. Finn reviewed the Year End Irrigation and Water Consumption Reports. Ms. Finn reported that there was a reduction in consumption by 733,000 gallons and irrigation expenses by \$2,900.

**Snow Removal Services:** Ms. Finn reviewed the snow removal services report. It was noted that the District has received complaints from the property manager at the Lake House about snow removal services on the sidewalks. Following discussion regarding the adequacy of the snow removal services, the Board made recommendations for improvement.

*On-Site Storage for the Ventra:* Ms. Finn informed the Board that the Ventra will need to be kept on site and a container has been rented for \$418 for a

RECORD OF PROCEEDINGS

month. She further noted the need for a permanent storage solution and recommended extending the fence behind the chapel. The Board authorized Public Alliance LLC to obtain proposals for installation of the proposed fence.

**BOARD MEMBER ITEMS**

None.

**LEGAL ITEMS**

None.

**OTHER MATTERS**

**Design Review for Livewell Animal Hospital:** Ms. Finn informed the Board that Matt Shawaker with Moore Iacofano Goltsman, Inc. (“MIG”) is in the process of reviewing signage and will be providing comments to the Livewell Animal Hospital.

**ADJOURNMENT**

There was no other business to come before the Board and upon a motion duly made by Director Ellertson, seconded by Director Koelbel and, upon vote, unanimously carried, the meeting was adjourned.

The foregoing record constitutes a true and correct copy of the Minutes of the above referenced meeting.

DocuSigned by:

*Ann Finn*

DocuSign Envelope ID: 427924F2-83B2-4814-AC60-C7B52DF48C3E

Secretary