

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
HERITAGE HILLS METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
AUGUST 2, 2022

A special meeting of the Board of Directors of the Heritage Hills Metropolitan District (referred to hereafter as the “Board”) was convened on Tuesday, August 2, 2022, at 8:30 a.m., at the Heritage Hills Clubhouse, 9201 S. Heritage Hills Parkway, Lone Tree, CO 80124.

ATTENDANCE

Directors In Attendance Were:

Darron Tucker, President
Bradley Dodds, Vice President
Todd Griffin, Secretary
Shaun Seales, Treasurer

Also In Attendance Were:

Denise Denslow, Nicholas Carlson, Natalie Herschberg, and Margaret Henderson; CliftonLarsonAllen LLP (“CLA”)
Tamara K. Seaver, Icenogle, Seaver Pogue P.C. (“ISP”)
Mike Crespin; BrightView Landscaping
Rick Rome; IMEG Corp. (“IMEG”)
Jerome Dyke and John Raycraft; Residents

ADMINISTRATIVE MATTERS

Call to Order: The meeting was called to order at 8:33 a.m. by Director Tucker.

Disclosures of Potential Conflicts of Interest: The Board 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. No additional conflicts were disclosed at the meeting.

Quorum, Location of Meeting and Posting of Meeting Notices: A quorum was confirmed. The Board meeting was noticed as required.

Public Comment: Mr. Raycraft expressed appreciation for landscape management and enhancements and expressed interest in the Board vacancy.

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Mr. Dyck expressed interest in the Board vacancy and shared concern about the retaining walls potentially located on property owned by South Suburban Parks and Recreation District, adjacent to the affected property owners.

CONSENT AGENDA

August 2, 2022 Agenda

Minutes from July 8, 2022 Special Board Meeting

Ms. Denslow reviewed the Consent Agenda with the Board. Director Tucker noted he would like to amend the agenda to add “Discuss Vendor Scorecard” under “Director Matters”. Following discussion, upon a motion duly made by Director Seales, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved the Agenda, as amended.

Following discussion, upon a motion duly made by Director Seales, seconded by Director Tucker and, upon vote, unanimously carried, the Board approved the Consent Agenda, as presented.

DIRECTOR MATTERS

Update on Gates: Director Seales updated the Board on the ongoing discussions with vendors and noted he will continue working with the vendors on the consolidation of services. The Board directed ISP and CLA to publish an invitation to propose for the Access Infrastructure, Services and Technology Project.

Communications and Utilization of Website Homepage: Director Seales provided an update to the Board regarding the website improvements. Director Griffin will work on final changes with CLA. Once the website improvements are finalized, CLA will send an email to the community.

Safety and Security: Director Griffin provided an update to the Board regarding safety and security. He noted that he has met with the Lone Tree Police Department community liaison and is continuing to build a rapport with the local law enforcement.

Board Meeting Schedule: The Board noted they will continue to schedule special meetings to accommodate the changing schedules of Board members and will address a regular meeting schedule at a later date.

Vendor Score Card: Director Tucker proposed using a vendor score card to review the performance of District consultants on a regular basis. Following discussion and agreement from the Board, Director Tucker will coordinate its execution.

Other: Director Seales discussed pool staffing and the District hosting a potential pizza party for the lifeguards.

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Director Seales also updated the Board on the condition of pickleball nets. Following discussion, upon a motion duly made by Director Seales, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved ordering two new pickleball nets in an amount not to exceed \$4,000.

FINANCIAL MATTERS

Interim Claims: Ms. Henderson reviewed the interim claims with the Board. Following discussion, upon a motion duly made by Director Tucker, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved the interim claims in the amount of \$110,782.65, as presented. Ms. Henderson also noted that CLA will grant bill.com view access to all Board members.

June 30, 2022 Unaudited Financial Statements: Ms. Henderson reviewed the June 30, 2022 Unaudited Financial Statements with the Board. Following discussion, upon a motion duly made by Director Seales, seconded by Director Dodds and, upon vote, unanimously carried, the Board accepted the June 30, 2022 Unaudited Financial Statements, as presented.

Other: None.

ENGINEERING MATTERS

2022 Intersection Improvements Plan: Mr. Rome noted that zero responses were received from contractors for the project and that IMEG will continue to solicit interest from vendors.

Brick Wall Assessment Proposal: Mr. Rome noted the revised pricing of the proposal with the adjustment in scope. This item was approved at a previous meeting, so no additional action was necessary.

Other: None.

LANDSCAPING MATTERS

Updates: Mr. Crespin reviewed the updates with the Board. Following review, upon a motion duly made by Director Griffin, seconded by Director Tucker and, upon vote, unanimously carried, the Board directed BrightView to create a proposal to treat for Japanese beetles, subject to final review by Director Griffin.

Tree Care Plan with Tree Pros: The vendor was not able to attend the meeting. CLA will send proposals to the Board to be discussed at future meetings.

Next Steps for Pesticide Applications: This was discussed in the general update. No action was taken at this time.

Proposals, if any:

BrightView Proposal for Tree Care 2022: The Board deferred action on this proposal.

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BrightView Proposal for Lincoln Gate Additions in the amount of \$33,250.37: The Board deferred action on this proposal.

MANAGER
MATTERS

Wi-Fi Booster in the amount not to exceed \$250.00: Ms. Denslow noted that CLA will investigate a consent waiver for public use of the District's Wi-Fi. No action was taken.

Other: None.

LEGAL MATTERS


Amendment to BrightView Contract: Attorney Seaver reviewed the amendment to the BrightView contract with the Board. The Board noted that it is in discussion with an arborist and determined to defer the amendment of the BrightView contract until a decision on tree care is made.

Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 11:49 a.m.

Respectfully submitted,

DocuSigned by:

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Secretary for the Meeting