

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
HERITAGE HILLS METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
SEPTEMBER 23, 2022

A special meeting of the Board of Directors of the Heritage Hills Metropolitan District (referred to hereafter as the “Board”) was convened on Friday, September 23, 2022, at 9:00 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, was absent and excused.

Also In Attendance Were:

Denise Denslow and Nicholas Carlson; CliftonLarsonAllen LLP (“CLA”)
Shannon Smith Johnson, Icenogle, Seaver Pogue P.C. (“ISP”)
Leigh Dufresne; BrightView Landscaping
Taylor Goertz; IMEG Corp. (“IMEG”)
Jill Clark; Resident

ADMINISTRATIVE MATTERS

Call to Order: The meeting was called to order at 9:04 a.m. by Ms. Denslow.

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.

Appointment to Fill Board Vacancy: Director Griffin reported Board members conducted interviews over the past couple weeks with the candidates that provided a letter of interest and provided his recommendations. Following discussion, upon a motion duly made by Director Griffin, seconded by Director

RECORD OF PROCEEDINGS

Dodds and, upon vote, unanimously carried, the Board appointed Kevin McClure to fill the Board vacancy. The Board discussed and approved Mike McDervishen serving as a citizen advisor for the gates and security committee. The Board will inform candidates of the final decision.

Public Comment: Jill Clark, resident, introduced herself and inquired about snow removal services.

CONSENT AGENDA

September 23, 2022 Agenda **Minutes from August 2, 2022 and August 29, 2022 Special Board Meetings** **Beetle Application by TreePros**

Ms. Denslow reviewed the Consent Agenda with the Board. Following discussion, upon a motion duly made by Director Dodds, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved the Consent Agenda, as presented.

DIRECTOR MATTERS

Update on Gates: Mr. Carlson provided an update and reviewed the proposal provided by Wizard Works Security Services Inc., noting that the current phase of work would include Wizard Works Security Services Inc. taking over all access control and security in current form. The current proposal would not include installation of garage style arms or enhancements to current infrastructure, which may be addressed in future phases. Director Griffin requested a specific timeline.

Following discussion, upon a motion duly made by Director Dodds, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved Phase 1 of the proposal in the amount of \$63,526.00, contingent upon the completion of the scope of work by December 31, 2022.

Board Meeting Schedule: Ms. Denslow discussed the Board meeting schedule. The Board will hold a budget workshop on September 28, 2022 and will discuss future meeting dates and times at that time. The Board tentatively scheduled a meeting for October 14, 2022 at 8:30 a.m.

Vendor Score Card: Director Tucker provide an update to the Board, noting that he will coordinate a scorecard to be shared among the Board with the goal of a quarterly assessment of all vendors.

Other: Director Tucker discussed the damage to the Lincoln Avenue gate entrance. Ms. Denslow and Mr. Carlson informed the Board of the current status, noting that the current vendor is unable to perform the repairs necessary. CLA will continue to search for a vendor and work through the insurance process.

RECORD OF PROCEEDINGS

FINANCIAL MATTERS

Interim Claims: Ms. Denslow reviewed the interim claims with the Board. Following discussion, upon a motion duly made by Director Griffin, seconded by Director Tucker and, upon vote, unanimously carried, the Board ratified approval of the interim claims in the amount of \$170,898.98, as presented.

Other: None.

ENGINEERING MATTERS

2022 Intersection Improvements Plan: Mr. Goertz reviewed the proposal received from Chavez Services LLC with the Board. Discussion ensued. Upon a motion duly made by Director Dodds, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved Schedule A to be awarded separately from Schedules B and C, based on community feedback.

Brick Wall Assessment Proposal: This item was not discussed.

Other: None.

LANDSCAPING MATTERS

Updates: Ms. Dufresne reviewed the BrightView Landscaping with the Board.

Tree Care Plan with Tree Pros: This item was not discussed.

Proposals, if any:

BrightView Proposal for Tree Care 2022: This item was not discussed.

BrightView Proposal for Lincoln Gate Additions in the amount of \$33,250.37: This item was not discussed.

BrightView Proposal for Fall Turf Program in the amount of \$6,975.00: Ms. Dufresne reviewed the proposal with the Board. Following discussion, upon a motion duly made by Director Griffin, seconded by Director Tucker and, upon vote, unanimously carried, the Board approved the BrightView proposal for Fall Turf Program in the amount of \$6,975.00.

BrightView Proposal for Holiday Lights 2022 in the amount of \$37,938.00: Ms. Dufresne reviewed the proposal 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 BrightView proposal for Holiday Lights 2022 in the amount of \$37,938.00.

MANAGER MATTERS

Public Use of District Wifi: This item was not discussed.

Restriping Near Stop Signs on Heritage Hills Parkway: This item was not discussed.

RECORD OF PROCEEDINGS

Other: Mr. Carlson reviewed a proposal from Dan Kennedy Plumbing and Heating. Following discussion, upon a motion duly made by Director Griffin, seconded by Director Dodds and, upon vote, unanimously carried, the Board approved the Dan Kennedy Plumbing and Heating proposal in the amount of \$4,275.00.

LEGAL MATTERS

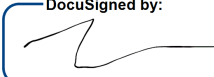
Amendment to BrightView Contract: Ms. Johnson reviewed the term of the current BrightView contract with the Board. Directors Griffin and Dodds will review independently and revisit at a future Board meeting.

Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 11:17 a.m.

Respectfully submitted,

DocuSigned by:

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Secretary for the Meeting