

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
HERITAGE HILLS METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
OCTOBER 14, 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, October 14, 2022, at 8:30 a.m., at the Heritage Hills Clubhouse, 9201 S. Heritage Hills Parkway, Lone Tree, CO 80124 and via video teleconference.

ATTENDANCE

Directors In Attendance Were:

Bradley Dodds, Vice President
Todd Griffin, Secretary
Shaun Seales, Treasurer
Kevin McClure, Director (via video teleconference)

Darron Tucker, President, 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 (“BrightView”)
Taylor Goertz; IMEG Corp. (“IMEG”)

ADMINISTRATIVE MATTERS

Call to Order: The meeting was called to order at 8:36 a.m.

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.

Officer Election of Director McClure: Following discussion, upon a motion duly made by Director Dodds, seconded by Director Seales and, upon vote, unanimously carried, the Board appointed Kevin McClure to serve on the Board as Assistant Secretary.

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Public Comment: None.

CONSENT AGENDA

October 14, 2022 Agenda
Minutes from September 2, 2022, September 23, 2022 and September 28, 2022 Special Board Meetings

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

DIRECTOR MATTERS

Board Meeting Schedule: The Board determined to discuss the meeting schedule at the next Board meeting when all Directors are present.

Perimeter Fencing: Director Seales discussed perimeter fencing with the Board and recommended the Board consider the responsibility of ongoing maintenance for fencing. The Board discussed the types of fencing and related responsibilities. CLA and ISP will prepare materials for the Board to discuss and consider a fence rebate policy. The Board determined to schedule a walk through the community to observe all the perimeter fencing.

South Suburban Parks and Recreation District Maintenance: Director Seales discussed the maintenance of South Suburban Parks and Recreation District (“SSPR”) property and recommended the District get involved in resolving deferred maintenance. Director Griffin will reach out to SSPR to discuss maintenance concerns.

Other: Director Griffin discussed the final landscaping median on E. Winding Hill Avenue and the related responsibility of Celebrity Homes. Ms. Denslow noted the water agreement had been signed. Director Griffin suggested the District offer to install landscaping with the funding to be paid by Celebrity Homes. The Board directed BrightView Landscaping to immediately clean up the median and Ms. Denslow to contact Celebrity Homes regarding the landscaping installation.

FINANCIAL MATTERS

Interim Claims: Ms. Denslow reviewed the interim claims with the Board. Following discussion, upon a motion duly made by Director Seales, seconded by Director Griffin and, upon vote, unanimously carried, the Board ratified approval of the interim claims in the amount of \$106,876.93, as presented.

Other: None.

ENGINEERING MATTERS

2022 Intersection Improvements Plan: Mr. Goertz provided an update on the schedule for intersection improvements to the Board, noting that the project is anticipated to start on October 24, 2022. Mr. Goertz and Mr. Carlson noted that community outreach will begin next week including at least three email blasts with the detour plan.

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Following discussion, upon a motion duly made by Director Griffin, seconded by Director Dodds and, upon vote, unanimously carried, the Board directed CLA to order sandwich board signs to use at the entrances of the community to advise residents of upcoming projects.

Brick Wall Assessment: Mr. Goertz provided an update to the Board regarding the brick wall assessment, noting the consultant will begin assessing the walls in the next two to three weeks.

Other: Director Griffin discussed smaller asphalt and concrete repairs throughout the community and inquired about ongoing maintenance of potholes, cracks, etc. in the roads. The Board requested a proposal from Chavez Services for additional work to be completed during the intersection improvement project.

LANDSCAPING MATTERS

Updates: Ms. Dufresne reviewed the landscaping report with the Board. Director Seales asked about metal edging throughout the community. Ms. Dufresne recommended approving replacements as needed on a time and materials basis. The Board directed BrightView to proceed with metal edging removal and replacement throughout the community in an amount not to exceed \$5,000.00.

The Board discussed cleaning up the fruit produced by fruit trees and ways to reduce production. Brightview will try to prune the trees and continue routing clean up throughout the week.

Proposals, if any:

BrightView Proposal of Annual Flowers: Ms. Dufresne discussed the annual flowers proposed with the Board. She noted plant material availability is limited with fewer growers in the region and required the Board provide direction for next year. The Board provided feedback on the designs. BrightView will provide a full proposal for the Board's consideration at the November Board meeting.

BrightView Proposal for Deep Root Watering in the amount of \$12,000.00: Following discussion, upon a motion duly made by Director Griffin, seconded by Director Dodds and, upon vote, unanimously carried, the Board approved the BrightView proposal for Deep Root Watering in the amount of \$12,000.00.

MANAGER MATTERS

Public Use of District Wi-Fi: Ms. Denslow provided an update to the Board noting that CLA continues to search for vendors who can create a landing page.

Other: CLA will follow up with Security Central regarding tennis court footage.

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Director Griffin will draft a letter to the community regarding a recent criminal interaction.

Following discussion, upon a motion duly made by Director Seales, seconded by Director Griffin and, upon vote, unanimously carried, the Board authorized the Vice President, in addition to the President, to sign all contract documents as approved by the Board.

Director Griffin provided an update to the Board regarding the redesign of Overlook Park. Director Griffin will work with landscape design companies on design proposals.

ISP and CLA will review the financial options and information as it relates to rebuilding the Clubhouse.


LEGAL MATTERS

Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, the meeting was adjourned at 10:48 a.m.

Respectfully submitted,

DocuSigned by:

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Secretary for the Meeting