

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
HERITAGE HILLS METROPOLITAN DISTRICT (THE “DISTRICT”)  
HELD  
MAY 19, 2022

A special meeting of the Board of Directors of the Heritage Hills Metropolitan District (referred to hereafter as the “Board”) was convened on Thursday, May 19, 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  
Brad Dodds, Vice President  
Todd Griffin, Secretary  
Sean Seals, Treasurer  
Brent Bailey, Assistant Secretary

#### Also In Attendance Were:

Nic Carlson; CliftonLarsonAllen LLP (“CLA”)  
Joyce Lew, Resident

### ADMINISTRATIVE MATTERS

**Call to Order:** The meeting was called to order at 8:34 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, Posting of Meeting Notices:** A quorum was confirmed. The location of the meeting and posting of the meeting notice were as required.

**Public Comment:** Ms. Lew congratulated the new Board members on their electoral wins.

### DIRECTOR MATTERS

**General District Matters:** The Board discussed District communications. Following discussion, upon a motion duly made by Director Tucker, seconded by Director Bailey and, upon vote, unanimously carried, the Board terminated

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the Public Relations Consulting Task Order Services Contract with JPW Communications, LLC and directed staff to solicit a proposal for the same services from Axiom Strategies. It was noted that Directors Griffin and Seals will meet with Angela Casias of Axiom Strategies to discuss the next steps.

The Board requested District-specific emails for each Board member. The Board discussed website enhancements and requested examples of websites build by CLA and other consultants. Following discussion, upon a motion duly made by Director Tucker, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved a refresh of the District website in an amount not to exceed \$1,000.00, pending final discretion by Director Tucker.

The Board delegated responsibility for areas within the District to specific Board members. Directors Tucker and Seals will oversee gates and public facilities, including the Clubhouse, pools and tennis courts. Directors Griffin and Dodds will oversee landscaping maintenance and snow removal matters. Director Bailey will oversee engineering matters, including roads, detention ponds, etc.

The Board discussed prioritizing resident communication in 2022, including the District website, newsletter, emails and coordination with Axiom Strategies on public relations matters.

### ADJOURNMENT

There being no further business to come before the Board at this time, Director Tucker adjourned the meeting at 10:09 a.m.

Respectfully submitted,

DocuSigned by:

*Todd Griffin*

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Secretary for the Meeting