

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
HERITAGE HILLS METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
MAY 3, 2024

A regular meeting of the Board of Directors of the Heritage Hills Metropolitan District (referred to hereafter as the “Board”) was convened on May 3, 2024, at 8:15 a.m., at the Heritage Hills Clubhouse, 9201 S. Heritage Hills Parkway, Lone Tree, CO 80124.

ATTENDANCE

Directors In Attendance Were:

Shaun Seales; President
Bradley Dodds; Vice President
Christina Epling, Treasurer
Todd Griffin; Assistant Secretary

Jerome Dyck; Secretary was absent and excused.

Also In Attendance Were:

Nic Carlson, Ashley Heidt and Carrie Beacom; CliftonLarsonAllen LLP (“CLA”)
Beth Dauer, Esq., and Barbara Vander Wall, Esq.; Seter, Vander Wall & Mielke, P.C. (“SVW”)
Carson Besgrove; Merrick & Company (“Merrick”)
Steve Fromm; Fromm & Company LLC (“Fromm”)
Leigh Dufresne; BrightView Landscape Services
Chester Gilliam; Wizard Works Security Systems
Jill Clark, Member of the Public

ADMINISTRATIVE MATTERS

Call to Order: The meeting was called to order at 8:15 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. Director Dyck’s absence was noted and excused.

Public Comment: None.

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Agenda: Following discussion, upon a motion duly made by Director Dodds, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved the agenda, as amended.

CONSENT AGENDA

The Board considered the following items under the Consent Agenda:

- April 5, 2024 Regular Meeting Minutes

The Board reviewed the Consent Agenda. Following discussion, upon a motion duly made by Director Seales, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved the Consent Agenda.

LANDSCAPING MATTERS

Updates: Ms. Dufresne provided an update regarding the landscaping matters for the Board.

Proposals, if any:

Proposal For Tree Pruning: Ms. Dufresne reviewed the proposal for tree pruning with the Board. Discussion ensued. The Board determined what trees should be pruned. Ms. Dufresne will revise her proposal to include the discussed items.

Following review, upon a motion duly made by Director Griffin, seconded by Director Seales and, upon vote, unanimously carried, the Board approved the proposal for tree pruning, subject to discussed revisions.

Proposal Regarding Irrigation: Ms. Dufresne reviewed the proposal regarding irrigation with the Board. Following discussion, upon a motion duly made by Director Griffin, seconded by Director Seales and, upon vote, unanimously carried, the Board approved the proposal regarding irrigation.

DIRECTOR MATTERS

Security and Gate Matters: Mr. Gilliam provided an update regarding security and gate matters, noting that their goal is to complete the installation of all security cameras by June 2024.

Discussion ensued regarding invoices, internet at the clubhouse and potential concrete in need of repair near the Yosemite entrance. Mr. Gilliam reviewed his solution to the broken pedestrian gate at the Lincoln entrance.

MyQ App: Mr. Gilliam discussed MyQ App with the Board, noting there might be another cost-efficient option available. Mr. Gilliam noted he needs a comprehensive list of the community's emails and phone numbers. Mr. Carlson

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suggested posting a form on the website for the community to fill out for those interested in utilizing this type of technology. It was determined that the internet connectivity matter needs to be resolved prior to the app's implementation.

Summer Safety with Crosswalk Flags: Director Epling discussed crosswalk safety with the Board. Discussion ensued. The Board discussed the flashing crosswalk signs.

Golf Carts on Willow Creek Trail: Director Epling discussed the use of golf carts on Willow Creek Trail with the Board, noting that the police department is creating an informative pamphlet to hand out to the community, regarding the prohibition of motorized vehicles on the trail for safety reasons.

FINANCIAL MATTERS

Interim Claims: Ms. Beacom reviewed the interim claims with the Board, noting that the \$624.00 Wizard Works invoice needs to be removed from the claims list. 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, as amended.

March 31, 2024 Unaudited Financial Statements: Ms. Beacom reviewed the March 31, 2024 Unaudited Financial Statements with the Board. Following discussion, upon a motion duly made by Director Seales, seconded by Director Griffin and, upon vote, unanimously carried, the Board accepted the March 31, 2024 Unaudited Financial Statements, as presented.

Cash Position Schedule: Ms. Beacom reviewed the cash position schedule with the Board. Following discussion, upon a motion duly made by Director Seales, seconded by Director Griffin and, upon vote, unanimously carried, the Board accepted the Cash Position Schedule, as presented.

MANAGER MATTERS

Overlook Pool Heater Repair: Mr. Carlson reviewed the Overlook pool heater repair proposal with the Board. Questions arose regarding longevity and the lead time between each type of boiler. The Board requested clarification regarding the boiler's life span, but determined to defer to the recommendation of MPM and select the high efficiency boiler.

Following discussion, upon a motion duly made by Director Dodds, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved the Overlook pool heater repair with a high efficiency boiler in the amount of \$79,529.00.

Tennis Court Resurfacing: Director Seales discussed the need for the clubhouse tennis courts to be resurfaced with the Board. Following discussion, the Board determined to revisit this matter in the summer of 2025.

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Newsletter Ideas: Mr. Fromm inquired about newsletter ideas. Mr. Carlson will work with Mr. Fromm regarding completed projects to date for the newsletter.

LEGAL MATTERS

Legal Status Report: Attorney Dauer reviewed the legal status report with the Board. No action was taken.

ENGINEERING MATTERS

Update on 2024 Capital Projects:

Brick Wall Repair Cost Estimate: Mr. Besgrove reviewed the updated brick wall report with the Board. He recommended starting with cap replacement, noting that he can create a map outlining the best location for this first round of repairs. Discussion followed regarding the cost, design, and areas of focus, as well as the longevity of the replacements.

The Board discussed the option of removing the brick fence at the Lincoln entrance and replacing it with benches to prevent children from climbing and sitting on the fence. No action was taken. CLA and Merrick will coordinate a special meeting with the Board and Atkinson-Noland & Associates to discuss a plan for repairs.

Overlook Park Project: Mr. Besgrove reviewed the revised schedule and the park concept with the Board. Discussion followed regarding the shade structure. The Board requested the survey results to be sent out to the community, which is to include the presentation and not the raw data.

Clubhouse Renovation: Mr. Besgrove provided an update for the Board regarding the Clubhouse renovation. No action was taken.

Update on Asphalt Project: Mr. Besgrove reviewed the proposal from Brannan Sand and Gravel regarding the asphalt project with the Board.

Speed Humps in The Ridge: Mr. Besgrove reported there are currently two speed humps in the Ridge. Mr. Carlson noted there have been requests from homeowners to add more speed humps in the Ridge. Following discussion, the Board directed Merrick to investigate potential locations for additional speed humps.

Materials Testing Proposal from Ground Engineering: Mr. Besgrove reviewed the materials testing proposal from Ground Engineering with the Board. Following review, upon a motion duly made by Director Griffin, seconded by Director Dodds and, upon vote, unanimously carried, the Board approved the materials testing proposal from Ground Engineering, as presented.

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Landscape Restoration: Mr. Besgrove noted there will be a need for some landscape restoration while the ramps on the sidewalk are brought to ADA compliance. He noted that landscape restoration was not initially included in the Brannan Sand and Gravel's contract and recommended working with BrightView on the landscape restoration.

Drainage Facilities: No update was provided at this time. Mr. Besgrove will present potential solutions and cost estimates at the next meeting.

Stamped Concrete Style: Mr. Besgrove reviewed the stamped concrete styles with the Board, noting that a final selection is needed, after which CTF Construction will require seven days to complete the project. The Board directed Merrick to see if there is an option that matches the existing pavers. No action was taken.

The Board requested staff investigate the retaining walls by the clubhouse tennis courts, the retaining wall at Overlook Park, additional benches at the clubhouse park and the cost of rubber mulch for the parks.

OTHER BUSINESS

None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion, duly made by Director Griffin, seconded by Director Dodds and, upon vote, unanimously carried, the meeting was adjourned at 10:48 a.m.

Respectfully submitted,

DocuSigned by:

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Secretary for the Meeting

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