
MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
HERITAGE HILLS METROPOLITAN DISTRICT
HELD
MARCH 16, 2017

A regular meeting of the Board of Directors of the Heritage Hills Metropolitan District was held on March 16, 2017 at 12:30 p.m. at the Heritage Hills Clubhouse, 9201 Heritage Hills Parkway, Lone Tree, Colorado 80124. The meeting was open to the public.

Attendance

In attendance were the following Directors:

Bob Orban
Joyce Lew
Rich Johanson
Darron Tucker
Brent Bailey

Also in attendance were:

Denise Denslow, Shannon Torgerson, Rachel Provolt and Christine Harwell;
CliftonLarsonAllen LLP ("CLA")
Tamara Seaver; Icenogle Seaver Pogue
Rocky Carns; JR Engineering
Trent Bomnskie; Arapahoe County Security
Bill Mansoor, Aaron Yoder, Mark Yaw, Luis Soto and Jeremiah Lord; Designs
By Sundown
Pam Ladnier; President, Heritage Hills Homeowners Association, Inc.
Andrea Caldwell; Resident
Ken Trender; Resident
Ann Hargett; Resident
Mike Modiz; Resident

Call to Order

The meeting was called to order at 12:34 p.m.

Declaration of
Quorum/Director
Qualifications/
Disclosures of
Conflicts

The Board discussed the requirement pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board and to the Secretary of State. It was noted that Board Member Darron Tucker also serves on the Board of the Heritage Hills Homeowners Association, Inc.

Approval of
Agenda

A. Approval of Agenda for March 16, 2017

Following discussion, upon a motion duly made by Director Lew, seconded by Director Tucker and, upon vote, unanimously carried, the Board approved the agenda as amended.

Public Comments

Ms. Ladnier provided an update and request from the Heritage Hills Tennis Committee. The Committee requested the purchase of various items for the improvement of the courts, increased clean up of the trash cans at the courts by Designs By Sundown and approval to have a Rookie Tennis Team within the community with the courts being used by Linda Schaley for this purpose from May 31 to July 14th. For the use of the courts, Ms. Schaley will pay the District \$250.00. Questions were asked about the Rookie Tennis Team ages, group size and if the team was open to residents from outside Heritage Hills. The Board asked that CLA determine if the current fences around the courts can withstand high winds with wind screens installed. Following discussion, upon a motion duly made by Director Lew, seconded by Director Bailey and, upon vote, unanimously carried, the Board delegated authority to Director Orban to decide on the request by March 31, 2017.

Ms. Ladnier presented to the Board an issue where an owner has requested approval to install a wrought iron fence along their property lines which will mirror the split rail fence currently maintained by the District. Following discussion, upon a motion made by Director Tucker, seconded by Director Bailey and, upon vote, unanimously carried, the Board agreed to allow the removal of the split rail fence at 9110 E. Lost Hill Drive, provided the homeowner pays for the removal and disposal of the split rail fence, the installation of a post where the split rail fence will not be shadowed by the wrought iron fence unless the Board members otherwise object to the request after a physical review of the property in question. It was further noted that requests such as this will be reviewed on a case by case basis to keep with the aesthetic feel of the neighbor and to not undermine the structure of the fence in other locations. It was noted that given the proximity to open space, this location is unusual in nature.

Finally, Ms. Ladnier reminded the Board that the Association will be mailing out the Spring Reminder Letter at the end of March and that all inclusions must be received no later than March 20.

Ms. Caldwell requested the Board take action regarding the privacy fencing that continues to be vandalized to the east of the Overlook pool and tennis courts. The Board noted that a proposal has been received to replace the fence with a wrought iron fence but also requested that CLA obtain additional proposals for different types of fencing that would also screen the view of the facilities by those wanting to gain access. The Board reminded CLA that the gate in the

fence must be maintained as it is part of an easement agreement with Southgate Water.

Mr. Trenda noted several items in need of attention at the north pool prior to the beginning of the season, including the replacement of the commode in the men's restroom, a check of the water pressure within the pool buildings and lifeguard duties. Mr. Trenda also requested additional attention to the trash cans in the pool area as they are frequently full.

The Board noted that the Pool Committee is working with Perfect Pools to better educate the lifeguards and to improve the lifeguard/resident experience.

Mr. Trenda further noted that the clubhouse parking lot needs to be cleaned as it is full of gravel and other debris.

Finally, Mr. Trenda expressed concern about mature trees at individual homes that are not being maintained. The Board directed Mr. Trenda to contact CLA about these individual homes as they will pass the information on to the covenant enforcement expert.

Approval of
Minutes

The Board deferred this matter.

Update from
City of Lone
Tree

The Board deferred this matter.

Landscape
Maintenance

A. Maintenance Update – Designs by Sundown

Bill Mansoor of Designs by Sundown presented an update of ongoing maintenance activities and indicated that the irrigation system has been activated but will be turned off and backflows wrapped if temperatures drop for an extended period of time. Director Tucker noted that there are drip lines watering the mulch in several areas. Mr. Mansoor indicated this is something they are working through to clean up. Spring clean up will be finished before April 15. It was noted that there are some Spruce trees that are struggling that may need to be removed shortly.

B. Review and Consider Approval of Updated Mulch Installation Costs –
Phase 29 through Phase 35 between HHMD and Designs by Sundown in
the Amount of \$18,060.00

Aaron Yoder of Designs by Sundown presented to the Board a proposal to an additional inch of mulch in phases 29 through 35 of the refurbishment program as was requested in 2015. After discussion, the Board determined to install three inches of mulch in the remaining phases as there is no discernable evidence that the installation of an additional inch of mulch would reduce the maintenance frequency of the planting beds. The Board requested that Designs By Sundown review the upcoming work and determine if there are areas where rock could be better used instead of mulch.

C. Discuss and Consider Approval of Tree Trimming Proposals

The Board deferred this matter.

D. Discuss North Detention Pond Maintenance Program

- a. Review and Approval of Weir Installation by Designs by Sundown in the Amount of \$1,259.73

Mr. Mansoor indicated that Designs By Sundown is withdrawing the proposal complete this work as they would rather leave it to the drainage experts.

Ms. Torgerson noted that she and Directors Bailey and Johanson met with the City of Lone Tree and Urban Drainage on March 15, 2017 to discuss the concerns regarding the north detention pond and that Urban Drainage is going to prepare a proposal for refurbishment of the drainage structure with hopes that a portion of the work can be funded in 2018.

E. Snow Removal Equipment Location Discussion

The Board discussed storage of the snow removal equipment and determined a need to strategize over the summer season as to where to store the equipment that is less visible to residents.

F. Discuss and Consider Approval of Proposal to Replace Banner Arm Posts and Arms along Heritage Hills Parkway by SPCS, Inc. in the Amount of \$2,327.65

The Board deferred this matter.

G. Discuss and Consider Approval of Installation of Little Free Library on District Property

The Board deferred this matter.

Arapahoe County

Security Center, Inc.

- A. Review and Consider Approval of Seasonal or Annual Fob Maintenance Program between HHMD and Arapahoe County Security Center, Inc. in the Amount of \$500.00 and \$1,200.00

Trent Bomnskie of Arapahoe County Security Center, Inc. reviewed the seasonal maintenance and annual maintenance with the Board. Following discussion, upon a motion duly made by Director Lew, seconded by Director Bailey and, upon vote, unanimously carried, the Board approved the annual maintenance proposal at a cost of \$1,200.00. It was noted that CLA will prepare a work order contract for the work approved by the Board.

- B. Review and Consider Approval of Pedestrian Gate Installation Proposal (Lincoln and Yosemite Gates) between HHM and Arapahoe County Security Center, Inc. in the Amount of \$20,553.80

Mr. Bomnskie reviewed the proposal for the installation of pedestrian gates at the Lincoln and Yosemite entrances and noted that this work will require the pavers at each entrance to be removed and reset for the placement of the electrical lines. In addition, the Board will have the option to make these pedestrian gate locks two sided as the Overlook gate is. Following discussion, upon a motion duly made by Director Lew, seconded by Director Bailey and, upon vote, unanimously carried, the Board approved the pedestrian gate installation proposal by Arapahoe County Security Center, Inc. in the amount of \$20,553.80.

The Board requested that the fabrication and installation of these gates be included in the Spring reminders to be sent out by the Association.

2017 Pavement

Maintenance

- A. Review and Consideration of 2017 Pavement Maintenance Project – Rocky Carns

Rocky Carns, of JR Engineering provided the Board with an updated overview of the asphalt and concrete work to be completed in 2017. It was noted that only a portion of the paver areas have been included for replacement with this work. Mr. Carns presented photographs to the Board of the area across from the clubhouse as an area for the installation of a sidewalk. Upon review of the

photographs, the Board determined that the installation of a sidewalk in this area is not practical and would greatly change the aesthetic of the area if installed.

Following discussion, upon a motion duly made by Director Bailey, seconded by Director Lew and, upon vote, the Board approved JR Engineering to prepare the project to be bid out.

Legal Items

- A. Review and Consider Adoption of Resolution Designating an Official Custodian for Purposes of Colorado Open Records Act, Sections 24-72-200.1 et seq., C.R.S.

The Board deferred this matter.

- B. Discussion regarding Property Ownership, which may include Executive Session Pursuant to Sections 24-6-402(4)(b) and 24-6-402(4)(e), C.R.S. for the Purpose of Receiving Legal Advice on Specific Legal Questions and Determining Positions Relative to Matters that may be Subject to Negotiations, Developing Strategy for Negotiations, and Instructing Negotiations Related to District Assets

The Board deferred this matter.

Playground/
Park Repairs

- A. Miscellaneous Repairs

The Board deferred this matter.

Fence Repairs

- A. Discussion and Approval of Bollard Installation in Front of Double Gate at the Overlook Soccer Field by SPCS, Inc. in the Amount of \$1,2810.00

The Board deferred this matter.

- B. Update regarding Overlook Fence Repairs
- a. Discuss and Consider Approval of Wood Fence Replacement with Metal Fencing at the Overlook Soccer Field by SPCS, Inc. in the Amount of \$23,640.00

This matter was briefly discussed during Open Forum and as a result, was deferred.

Streets/Gates
Safety Items

- A. Update on the Relocation of the Bus Stop from Heritage Hills Parkway into Clubhouse or Overlook Pool Parking Lot

The Board deferred this matter.

- B. Review and Approval of Proposal for Operator Replacement by Doors West, Inc. in the Amount of \$7,807.36

The Board deferred this matter.

Pool Committee

- A. Review and Approve the Updated Swimming Pool Policy

The Board deferred this matter.

- B. Review and Approve the Swimming Pool Opening and Closing Duties Checklist

The Board deferred this matter.

Financial
Items

- A. Review and Consider Approval of Reserve Study Proposals

Following discussion, upon a motion made by Director Lew, seconded by Director Tucker and, upon vote, unanimously carried, the Board approved the Reserve Study to be conducted by Aspen Reserve Specialties within 8 weeks and at a cost of \$11,810.00. It was noted that the proposal will be forwarded to legal counsel for a contract to be drafted.

- B. Review and Ratify Approval of Financial Statements as of January 31, 2017

The Board deferred this matter.

- C. Review and Ratify Approval of Interim and Current Claims

The Board deferred this matter.

Manager Items

- A. Other

None.

Director Items

A. Other

None.

Next Meeting

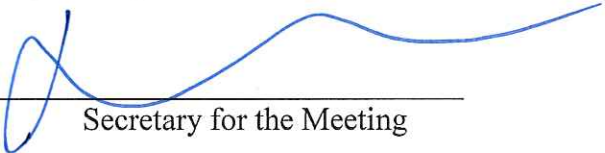
A. Confirm Quorum for Next Board Meeting

The Board confirmed quorum for the next Regular Meeting to be held on April 13, 2017 at 12:30 p.m.

Adjournment

The meeting adjourned at 2:50 p.m.

Respectfully submitted,



Secretary for the Meeting