

## 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  
FEBRUARY 10, 2021

A special meeting of the Board of Directors of the Heritage Hills Metropolitan District (referred to hereafter as the “Board”) was convened on Wednesday, February 10, 2021, at 12:30 p.m. **Due to concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, this District Board meeting was held via Zoom. The meeting was open to the public.**

Attendance

Directors In Attendance Were:

Joyce Lew, President  
Ann Hargett, Secretary/Treasurer  
Brent Bailey, Assistant Secretary  
Darron Tucker, Assistant Secretary  
Christine Biernat, Director

Also In Attendance Were:

Denise Denslow, Nic Carlson & Gigi Pangindian; CliftonLarsonAllen LLP  
Rick Rome & Taylor Goertz; IMEG Corp.  
Tamara Seaver, Esq.; Icenogle Seaver Pogue, P.C.  
Rangler Stuckey, BrightView Landscaping

Call to Order

The meeting was called to order at 12:33 p.m.

Declaration of  
Quorum/Director  
Qualifications/  
Disclosure of Conflicts

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. Attorney Seaver noted that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

Public Comment

There was no public comment.

Landscaping and Snow  
Removal Items

Updates:

Mr. Stuckey updated the Board and stated that pre-emergent weed control will begin in the coming weeks. He also reported that winter watering has been

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completed on new plant material.

### Review and Approve Invoice for Electrical Repairs on Lincoln Entrance Island:

Mr. Stuckey reviewed the invoice with the Board. Upon a motion duly made by Director Biernat, seconded by Director Lew, and upon a vote unanimously carried, the Board approved the invoice for electrical repairs on Lincoln Entrance Island.

### Proposals, if any:

#### Review and Consider Approval of Proposal for Fence Repairs on North Side of Retention Pond:

Mr. Stuckey reviewed the proposal with the Board. He reported that BrightView will work to find a temporary solution for the fence repairs while management solicits bids for a full fence replacement, and that BrightView will provide an estimate for the full replacement. No action was taken.

#### Review and Consider Approval of Proposal to Cage and Lock Uncovered Backflow Units:

Mr. Stuckey presented the proposal to the Board. He stated that he will return to the next meeting in one month with more details regarding the proposal to cage and lock uncovered backflow units.

#### Review and Consider Approval of Proposal to Cage and Lock all Backflow Units:

Mr. Stuckey presented the proposal to the Board. He stated that he will return to the next meeting in one month with more details regarding the proposal to cage and lock all backflow units.

### Consent Agenda

#### Approval of Agenda:

Upon a motion duly made by Director Hargett, seconded by Director Bailey, and upon a vote unanimously carried, the Board approved the Agenda as presented.

#### Approval of Minutes from January 6, 2021 and January 13, 2021 Special Meetings:

Upon a motion duly made by Director Hargett, seconded by Director Bailey, and upon a vote unanimously carried, the Board approved the Minutes from the January 6, 2021 and January 13, 2021 Special Meetings as presented.

### Financial Items

#### Review and Accept December 31, 2020 Unaudited Financial Statements:

Ms. Pangindian reviewed with the Board. Upon a motion duly made by Director

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Bailey, seconded by Director Hargett, and upon a vote unanimously carried, the Board accepted the December 31, 2020 Unaudited Financial Statements.

Review and Ratify Approval of Interim Claims:

Ms. Pangindian reviewed with the Board. Upon a motion duly made by Director Bailey, seconded by Director Hargett, and upon a vote unanimously carried, the Board approved the Interim Claims.

Review and Accept January 31, 2021 Cash Position Report:

Ms. Pangindian reviewed with the Board. Upon a motion duly made by Director Bailey, seconded by Director Hargett, and upon a vote unanimously carried, the Board accepted the January 31, 2021 Cash Position Report.

Other:

None.

Manager Items

Update on Fob Project:

Mr. Carlson provided an update on the Fob project to the Board and stated that a reminder email will be sent to the community this week to reactivate their fobs.

Other:

None.

Engineering Items

Road Condition Assessment Report – Scope and Fee Estimate:

Messrs. Rome and Goertz reviewed the Road Condition Assessment Report with the Board and noted that the total costs for the 2021 Assessment Report are not to exceed \$4,000. Upon a motion duly made by Director Bailey, seconded by Director Lew, and upon a vote unanimously carried, the Board authorized the issuance of a task order under the IMEG contract for the completion of the Road Condition Assessment Report as presented.

Traffic Calming Improvements – Heritage Hills Pkwy:

Mr. Rome reviewed the traffic calming improvements with the Board. Following discussion, upon a motion duly made by Director Biernat, seconded by Director Hargett, and upon a vote unanimously carried, the Board approved the design with the addition of crosswalk painting indicated in the proposal from IMEG including striping of a new crosswalk and sidewalk enhancements on East Heritage Hills Parkway and authorized the issuance of a task order under the

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IMEG contract for the same. The Board discussed the matter and noted anticipation of collecting proposals after these additions have been made.

### Update on 2021 Road Improvement Program:

The Board requested IMEG prioritizes the assessment of Heritage Hills Parkway. Upon a motion duly made by Director Lew, seconded by Director Bailey, and upon a vote unanimously carried, the Board approved a traffic study on Heritage Hills Parkway in an amount not to exceed \$10,000.

### Legal Items

#### Review and Consider Approval of the Intergovernmental Agreement between the District and the City of Lone Tree Regarding Financial Contribution Toward Milling and Overlay of Lincoln Avenue:

Ms. Seaver reviewed with the Board. Upon a motion duly made by Director Lew, seconded by Director Bailey, and upon a vote unanimously carried, the Board approved the Intergovernmental Agreement between the District and the City of Lone Tree regarding financial contribution toward the Lincoln Avenue mill and overlay project.

#### Consideration of 2021 Pool Management Services Contract with M.P.M. Recreation and Management, Inc.:

Ms. Seaver explained the status of the pool contract to the Board of Directors, including the lack of comments from M.P.M. Following Board discussion, and upon a motion duly made by Director Biernat, seconded by Director Lew, and upon a vote unanimously carried, the Board approved the 2021 Pool Management Services contract with M.P.M. Recreation and Management, Inc., and delegated the authority to Ms. Seaver and Ms. Denslow to approve final terms upon receipt of comments from M.P.M.

#### Other:

None.

### Director Items

#### Other:

None.

### Next Regular Meeting – March 10, 2021 at 12:30 p.m.

A quorum was confirmed for the next regular meeting on March 10, 2021 at 12:30 p.m.

### Adjournment

There being no further business to come before the Board at this time, upon a motion duly made by Director Lew, seconded by Director Bailey and, upon

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vote unanimously carried, the Board adjourned the meeting at 2:40 p.m.

Respectfully submitted,

DocuSigned by:

*Ann Hargett*

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Secretary for the Meeting

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Client Number: 011-030357	
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AutoNav: Enabled	Envelope Originator:
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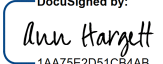
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Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	3/15/2021 1:02:01 PM
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