

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
HERITAGE HILLS METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
JULY 10, 2024

A special meeting of the Board of Directors of the Heritage Hills Metropolitan District (referred to hereafter as the “Board”) was convened on July 10, 2024, at 8:15 a.m., at the Heritage Hills Clubhouse and via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors in attendance were:

Brad Dodds, Vice-President
Christina Epling, Treasurer
Jerome Dyck, Secretary
Todd Griffin, Assistant Secretary

Shaun Seales, President was absent and excused.

Also, In Attendance Were:

Nic Carlson and Ashley Heidt; CliftonLarsonAllen LLP (“CLA”)
Beth Dauer, Esq. and Barbara Vander Wall, Esq.; Seter, Vander Wall & Mielke, P.C.
 (“SVW”)
Steve and Kathy Fromm; Fromm & Company LLC (“Fromm”)
Carson Besgrove; Merrick & Company
Chester Gilliam, Matt Clarkson and Bryan Henn; Wizard Works Security Systems
 (“Wizard Works”)
Chief Krik Wilson, Officer Kyle Goudy and Mellisa Gallegos; City of Lone Tree
Ryen Seib; EVstudio
Karl Bruce and Jill Clark; Members of the public

ADMINISTRATIVE MATTERS

Call to Order:

The meeting was called to order at 8:18 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 Posting of Meeting Notice:

A quorum was confirmed. The Board meeting was noticed as required.

Public Comment:

Jill Clark thanked the Board for the street paving in the Ridge.

Agenda:

Following review and discussion, upon motion duly made by Director Griffin, seconded by Director Epling and, upon vote, unanimously carried, the Board approved the agenda, as presented.

DIRECTOR MATTERS

Email Protocol and Emergency Notifications:

Chief Wilson presented a brief on an incident that occurred in the community. He noted that the District should not be the source of information but that it can use its platform to direct residents to the City of Lone Tree's website where the public can find more information. Ms. Gallegos covered what the TextMyGov and the CodeRED systems are and the difference between the two. Discussion ensued regarding safety and security.

Security and gate matters:

Mr. Henn provided a presentation on the District's current camera system and reviewed camera angles with the Board. The Board directed staff to work with BrightView to relocate a tree that is in the line of sight for the Overlook pedestrian gate and trim and branches or bushes that may be impacting the line of sight for other cameras.

MyQ App:

Delivery Access to Community:

Mr. Carlson provided an update to the Board and reviewed the consent/sign up form for the app. The Board directed CLA and Wizard Works to begin implementing the MyQ app and soliciting information. Mr. Gilliam will inform CLA regarding the purchase of the MyQ app licenses.

Paul Strickland on District Internet Service Improvements:

This matter was deferred.

CONSENT AGENDA

Minutes from June 7, 2024 Regular Board Meeting:

Following review, upon a motion duly made by Director Griffin, seconded by Director Dyck and, upon vote, unanimously carried, the Board approved the minutes from June 7, 2024 Regular Board Meeting as presented.

LANDSCAPING MATTERS

Updates:

None.

Proposals, if any:

Proposal for Fiesta Treatment in the amount of \$7,860.00:

Following review, upon a motion duly made by Director Griffin, seconded by Director Dyck and, upon vote, unanimously carried, the Board approved the proposal for fiesta treatment in the amount of \$7,860.00.

Proposal for Backflow Repair/Replacement in the amount of \$5,939.23:

Following review, upon a motion duly made by Director Griffin, seconded by Director Dyck and, upon vote, unanimously carried, the Board approved the proposal for backflow repair/replacement in the amount of \$5,939.23.

FINANCIAL MATTERS

Interim Claims:

Following review and discussion, upon motion duly made by Director Griffin, seconded by Director Dodds and, upon vote, the Board ratified and/or approved claims in the amount of \$121,870.26.

Cash Position Schedule:

Following review and discussion, upon motion duly made by Director Griffin, seconded by Director Dodds and, upon vote, the Board accepted the Cash Position Schedule.

2023 Audit:

Mr. Carlson provided an update on the 2023 Audit, noting that an extension will be requested. Upon vote, unanimously carried, the Board approved the extension request.

Draft Reserve Study and Potential Updates:

This item was deferred.

Special Meeting to Discuss Reserve Study and District Finances:

This item was deferred.

MANAGER MATTERS

Project Manager Report:

Mr. Fromm discussed newsletter topics with the Board.

Mr. Fromm discussed stop bars with the Board, noting that there are a total of 23 areas where he recommends adding stop bars within the community. Following review and discussion, upon motion duly made by Director Griffin, seconded by Director Dyck and, upon vote, the Board approved the purchase of 23 stop bars in an amount not to exceed \$7,500.

The painting of the street lights is pending coordination with Xcel.

Director Griffin directed Mr. Fromm to have the same company look into repainting the speed humps in the Summit.

Statutorily Required Documents Posted on the Website and Remediation Services:

Mr. Carlson provided an update for the Board.

LEGAL MATTERS

Legal Status Report:

Attorney Dauer reviewed the legal status report with the Board. Discussion ensued regarding South Suburban Parks and Recreation District and Willow Creek Trail. No action was taken.

Resolution Adopting a Digital Accessibility Policy:

Attorney Dauer reviewed the resolution with the Board. Following review and discussion, upon motion duly made by Director Griffin, seconded by Director Dodds and, upon vote, the Board adopted the Resolution Adopting a Digital Accessibility Policy and Designation of Compliance Coordinator.

ENGINEERING MATTERS

Update on Asphalt Project:

Mr. Besgrove provided an update for the Board, noting that the asphalt work has been completed and a final walk through is being scheduled. Mr. Besgrove reported the project was over budget, largely due to curb ramps and asphalt quantities. Following review and discussion, upon motion duly made by Director Griffin, seconded by Director Dyck and, upon vote, the Board approved a change order to the contract authorizing the additional project costs in the amount of \$102,099.66.

Update on 2024 Capital Projects:

Brick Wall Repair and Maintenance Budget:

Mr. Besgrove noted this project is on hold until the reserve study is completed.

Overlook Park Project and Budget:

Mr. Besgrove provided an update for the Board, noting that his team will work to provide updated designs for the Board.

Clubhouse Renovation, Budget and Survey Results:

Director Griffin requested the survey results be sent out to the community this week and include in the newsletter that the survey results are on the website. Director Dodds asked EVstudio to prepare an executive summary of the results to include in the newsletter.

Drainage Facilities:

This item was not discussed.

Stamped Concrete Color Options:

Mr. Besgrove reviewed the stamped concrete color options with the Board. The Board requested CTF Construction provide samples and color recommendations.

OTHER BUSINESS

Quorum for August 2, 2024 Board Meeting:

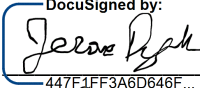
A quorum was confirmed.

Director Epling discussed purchasing See Me Flags. Following review and discussion, upon motion duly made by Director Epling, seconded by Director Dyck and, upon vote, the Board approved the purchase of See Me Flags in an amount not to exceed \$500.00.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Dyck, seconded by Director Dodds and, upon vote, unanimously carried, the meeting was adjourned at 11:08 a.m.

Respectfully submitted,

By  _____
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Secretary for the Meeting

Certificate Of Completion

Envelope Id: C5B953CFF9D94A3B80BB7689B58DCA4D	Status: Completed
Subject: Complete with DocuSign: HHMD - Minutes 07-10-2024	
Client Name: HHMD	
Client Number: A519870	
Source Envelope:	
Document Pages: 6	Signatures: 1
Certificate Pages: 5	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Natalie Herschberg
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Natalie.Herschberg@claconnect.com
	IP Address: 73.153.120.72

Record Tracking

Status: Original	Holder: Natalie Herschberg	Location: DocuSign
8/4/2024 4:25:10 PM	Natalie.Herschberg@claconnect.com	

Signer Events

Jerome Dyck
 Jerome@heritagehillsmetro.org
 Sec
 Security Level: Email, Account Authentication (None)

Signature

DocuSigned by:

 447F1FF3A6D646F...
 Signature Adoption: Drawn on Device
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Timestamp

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 Signed: 8/5/2024 9:29:56 PM

Electronic Record and Signature Disclosure:
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In Person Signer Events	Signature	Timestamp
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Editor Delivery Events	Status	Timestamp
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Agent Delivery Events	Status	Timestamp
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Intermediary Delivery Events	Status	Timestamp
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Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Catherine Bright
 cbright@svwpc.com
 Security Level: Email, Account Authentication (None)

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Electronic Record and Signature Disclosure:
 Accepted: 4/21/2021 12:10:14 PM
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Records Team
 sdrecordsretention@claconnect.com
 Security Level: Email, Account Authentication (None)

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Sent: 8/5/2024 9:00:07 AM
 Viewed: 8/6/2024 8:36:58 AM

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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Certified Delivered	Security Checked	8/5/2024 9:28:03 PM
Signing Complete	Security Checked	8/5/2024 9:29:56 PM
Completed	Security Checked	8/5/2024 9:29:56 PM

Payment Events	Status	Timestamps
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