

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
HERITAGE HILLS METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
JUNE 7, 2024

A regular meeting of the Board of Directors of the Heritage Hills Metropolitan District (referred to hereafter as the "Board") was convened on June 7, 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
Jerome Dyck; Secretary
Todd Griffin; Assistant Secretary

Also In Attendance Were:

Nic Carlson, Marlana Brzeska-Cloyd and Carrie Beacom; CliftonLarsonAllen LLP ("CLA")
Beth Dauer, Esq.; Seter, Vander Wall & Mielke, P.C. ("SVW")
Steve Fromm; Fromm & Company LLC ("Fromm")
Leigh Dufresne; BrightView Landscape Services
Chester Gilliam; Wizard Works Security Systems
Matt Mundy; MPM Recreation

ADMINISTRATIVE MATTERS

Call to Order: The meeting was called to order at 8:16 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.

Public Comment: None.

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

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CONSENT AGENDA

The Board considered the following items under the Consent Agenda:

- March 26, 2024 Special Meeting Minutes
- April 25, 2024 Special Meeting Minutes
- May 3, 2024 Regular Meeting Minutes
- May 22, 2024 Special Board Meeting
- Dan Kennedy Plumbing & Heating Proposals for drinking fountains in the amount of \$8,970.00

The Board reviewed the Consent Agenda. The Board had questions to Matt Mundy of MPM Recreation regarding equipment, leaks, drainage, and life span of the pool boiler. The Board requested a summary of all the equipment at the end of the year to budget for repairs and equipment and directed performance of a thorough inspection of the pool at the end of the season. Discussion ensued.

Following review and discussion, upon a motion duly made by Director Dodds, seconded by Director Seales and, upon vote, unanimously carried, the Board approved the Consent Agenda as presented.

LANDSCAPING MATTERS

Updates: Ms. Dufresne provided an update regarding the landscaping matters for the Board. Discussion ensued regarding additional trash cans to help manage waste following reservations at the clubhouse. The Board directed staff to provide an additional trash can inside the clubhouse

The Board complimented BrightView for the upkeep of the landscaping and great communication.

The Board requested adjusting the mowing schedule to Tuesdays and Fridays as the suggested mowing days.

Proposals, if any: There were no proposals presented.

DIRECTOR MATTERS

Security and Gate Matters: Mr. Gilliam provided an update regarding security and gate matters, noting that his team is working on the pedestrian gate at the Lincoln entrance, with the goal to have it up and running by the end of June.

Mr. Gilliam stated that all cameras are installed except number five, which is currently on back order but should be shipped in the next few days. All the cameras should be installed by the end of June 2024.

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Update on MyQ App: Mr. Gilliam provided an update on the MyQ App with the Board, noting new pricing per household. Discussion ensued regarding educating the community on how to use the app.

Following review and discussion, upon a motion duly made by Director Griffin seconded by Director Dodds and, upon vote, unanimously carried, the Board approved the MyQ App subscription in the amount of \$3.00 per household, as presented.

The Board engaged in further discussion regarding deliveries and access to the community. Mr. Gilliam stated that Starlink is set up and providing internet throughout the community.

FINANCIAL MATTERS

Interim Claims: Ms. Beacom reviewed the interim claims with the Board. Following discussion, upon a motion duly made by Director Griffin, seconded by Director Dodds and, upon vote, unanimously carried, the Board ratified approval of the interim claims in the amount of \$123,054.50, 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.

The Board discussed the reserve study. It was noted the deadline of completion is June 16, 2024.

The Board discussed adding technology equipment to the clubhouse to be able to hold virtual meetings.

Budget to Actual Report April 2024: Ms. Beacom reviewed the report with the Board. No action was taken.

MANAGER MATTERS

Project Manager Report: Mr. Fromm presented his report to the Board. Following discussion, upon a motion duly made by Director Seales, seconded by Director Dodds and, upon vote, unanimously carried, the Board approved the purchasing lighting in an amount not to exceed \$8,200.00.

The Board discussed newsletter ideas.

Pool Updates: Following discussion, the Board directed staff to order additional umbrellas for the pool.

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Services Order #01 from EVstudio for Design Services: Following review, upon a motion duly made by Director Seales, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved the Services Change Order #01 from EVstudio for design services.

LEGAL MATTERS

Legal Status Report: Attorney Dauer reviewed the legal status report with the Board. Discussion ensued regarding ADA compliance of the website. No action was taken.

ENGINEERING MATTERS

Update on 2024 Capital Projects:

Brick Wall Repair Cost Estimate: The Board discussed the brick wall repairs and directed staff to remove the caution tape and prepare design proposals.

Overlook Park Project: The Board determined this project will remain on hold until survey results are shared with community and reserve study is completed.

Clubhouse Renovation: Mr. Carlson provided an update on the Clubhouse renovation to the Board. The Board directed staff to send an eblast with the survey results prior to presenting the clubhouse renovation plans to the community.

Following review and discussion, upon a motion duly made by Director Dodds, seconded by Director Griffin and, upon vote, unanimously carried, the Board approved conducting a geotechnical survey in the amount not to exceed \$6,000.00.

Update on Asphalt Project: Mr. Carlson provided an update regarding the asphalt project to the Board, noting that the work is anticipated to be complete in June 2024.

Speed Humps in The Ridge: Mr. Carlson discussed the speed humps in the Ridge, noting the plans to add three speed humps, removing one and changing location of others. Following discussion and review, upon a motion duly made by Director Griffin seconded by Director Dyck and, upon vote, unanimously carried, the Board approved the proposal for the speed humps in the Ridge, in an amount not to exceed \$20,000.00.

Update on Drainage Facilities: Director Griffin will meet onsite with Merrick to review drainage issues.

Stamped Concrete Style: Following discussion, the Board selected the London Cobble stamped concrete style.

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OTHER BUSINESS

Rescheduling July 5, 2024 Board Meeting: The Board discussed availability and agreed on rescheduling the July 5, 2024 Board Meeting to Wednesday, July 10, 2024 at 8:00 a.m. or 8:15 a.m.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion, duly made by Director Dodds, seconded by Director Griffin and, upon vote, unanimously carried, the meeting was adjourned at 10:46 a.m.

Respectfully submitted,

DocuSigned by:

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Secretary for the Meeting