

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

STERLING HILLS WEST METROPOLITAN DISTRICT

Held: Thursday, June 14, 2018, at 6:30 p.m. at the Balterra Clubhouse, 2654 South Danube Place, Aurora, Colorado 80013.

Attendance:

A regular meeting of the Board of Directors of the Sterling Hills West Metropolitan District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:

Juliet Uhlott, President
Michael Lenz, Treasurer
CJ Matthews, Assistant Secretary
Alan Duncan, Secretary

The following director was absent (*absence excused*):

Alberteen Ransom, Assistant Secretary

Also present were:

Jennifer L. Ivey, Icenogle Seaver Pogue, P.C.
Debra Sedgeley, CliftonLarsonAllen, LLP
Ted Laves, Colorado Special District Management
and Operations
Mike Genders, Keesen Landscape Management, Inc.
Roger Quintana, District Resident
Shirley Forbes, HOA Community Manager

1. Call to Order/ Declaration of Quorum:

Director Uhlott, noting the presence of a quorum, called to order the regular meeting of the Board of Directors (the "Board") of the Sterling Hills West Metropolitan District (the "District") at approximately 6:30 p.m.

2. Directors Matters/Disclosure Matters:

Ms. Ivey advised the Board that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each

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Board member confirmed the contents of any written disclosure previously made, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting.

3. Approval of/Additions to/Deletions from Agenda:

After review and discussion, upon the motion of Director Matthews and second of Director Duncan, the Board unanimously approved the agenda as presented.

4. Public Comment for Matters Not on Agenda:

Upon inquiry Ms. Ivey and Sedgley and Director Matthews provided an overview of special districts generally and the District, including its debt structure, mill levy and how taxes are calculated and responded to inquiries from Mr. Quintana.

5. Approval of Meeting Minutes:

After review and discussion and upon the motion of Director Matthews and second of Director Lenz, the Board unanimously approved the May 10, 2018 regular meeting minutes as presented.

6. Discussion with Keesen Landscaping:

Mr. Genders discussed with the Board the revised proposals for Additional Services under the Landscaping & Pond Maintenance and Snow Removal Services Contract dated January 1, 2018 and agreed to make revisions to add specificity to the work descriptions. After review and discussion and upon the motion of Director Lenz and second of Director Uhlott, the Board unanimously approved proceeding with the following items: Green Park – top dress mulch and remove cobble and stepping stones; Blue Park – new plant beds to include seven 2-ton boulders and top dress mulch; and Red Park – top dress mulch and plantings of swamp oak and dwarf artic willows in the not-to-exceed amount of \$8,860.00.

Mr. Genders told the Board that the amount of watering had recently been increased due to dry grass.

In response to Mr. Lenz’s request, Mr. Genders will provide a proposal for weed spraying in the XCEL easement.

Ms. Forbes addressed the Board regarding the HOA’s plans to replace and repair fencing in the community and is requesting the Board to have Keesen trim shrubs and trees away from the wooden fence line to better allow access. The Board expressed concern that valuable plantings could be damaged by too much trimming and asked that any trimming by Keesen be limited and that the painters attempt to gently pull the bushes away while working. Mr. Laves and Mr. Genders explained that

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Keesen is able to do this work in its normal cycle and appropriately trim plantings away from the fences without additional charge, but the work will take a month or more. Ms. Forbes will provide information about the locations and where work will start to Mr. Laves so he can provide it to Keesen to coordinate its efforts.

Mr. Genders departed the meeting at this time.

7. Financial Matters:

Ms. Sedgeley reviewed the financial ledgers, including the, cash requirement report, schedule of cash position, and claims represented by Check Numbers 1040 through 1047 which total \$40,188.80.

After review and discussion and upon the motion of Director Uhlott and second of Director Matthews, the Board unanimously approved allowing the CD with First Western mature and directed that the funds be moved to ColoTrust.

After review and discussion and upon the motion of Director Matthews and second of Director Lenz, the Board unanimously accepted the financial report and approved the claims as presented.

8. District Manager Report:

Mr. Laves discussed with the Board items detailed in his District Manager's Report, including, HOA fence painting/tree and bush trimming request, the playground safety inspection report, the basketball hoop vandalism, a reservation system for the red park pavilion, the status of replacing the basketball court tiles, updates regarding new signs, updates regarding the District's website and email address and updates on the detention pond.

After review and discussion and upon the motion of Director Lenz and second of Director Uhlott, the Board unanimously approved removing the basketball hoop backboards for repairs and posting a sign notifying the public that the hoops have been removed due to repairs necessitated by vandalism in amount not-to-exceed \$500.00 for removal and signage and an additional \$500.00 for modification and repairs to the basketball hoops.

The Board discussed damage to the Basketball court tiles and decided to pursue approaching Sport Court corporate.

Ms. Forbes asked about the HOA reserving Red Park for an

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evening event. Ms. Ivey reminded the Board that they needed to consider revised rules and regulations, a permit system and requiring a waiver before allowing park reservations.

Mr. Laves was directed to bring a design to repurpose one of the metal signs to use as a park reservation and rules sign.

After review and discussion and upon the motion of Director Matthews and second of Director Lenz, the Board unanimously approved The Electrician Inc. completing the work to retro-fit the old bollards in the blue park in an amount not-to-exceed \$2,500.00.

Mr. Laves reported about the status of the detention pond cleaning and reported that they will continue monitoring the cleaning of the orifice plate. Mr. Laves was directed to contact the City of Aurora about putting fencing up around the pond.

After review and discussion and upon the motion of Director Matthews and second of Director Uhlott, the Board unanimously approved the proposed work in the red and green parks by McMillon Construction Inc. in an amount not-to-exceed \$550.00.

Mr. Laves summarized the report from the Forester and advised that he would attend the July 12, 2018 regular meeting to discuss his report with the Board.

Ms. Forbes and Mr. Quintana departed the meeting at this time.

9. Green Park Billboards: Director Uhlott inquired if the Board was still interested in posting billboards with future plans. The consensus of the Board was to wait until next year.

10. Legal Matters: Upon motion by Director Matthews, second by Director Duncan and upon unanimous vote the Board entered into executive session at 8:19 p.m. pursuant to Sections 24-6-402(4)(b) and 24-6-402(4)(e), C.R.S. for the purposes of consulting with an attorney to receive legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiation, developing strategy for negotiations, and instructing counsel in connection with compliance with the Colorado Open Meetings Law and matters related to the District's Detention Pond.

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Upon motion by Director Matthews, second by Director Duncan and unanimous vote the Board exited executive session at 8:41 p.m.

11. Other Business:

Upon the motion of Director Uhlott and second of Director Matthews, the Board unanimously approved the designation of the following committees and members:

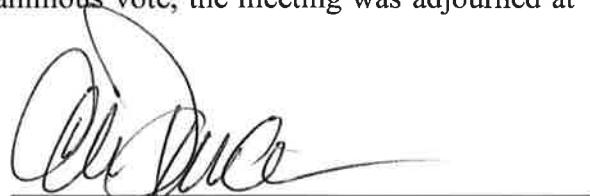
Landscape Committee: CJ Matthews, Michael Lenz, Alberteen Ransom, and Alan Duncan

Parks Committee: CJ Matthews and Juliet Uhlott, Alberteen Ransom, and Alan Duncan

Pond Committee: CJ Matthews and Michael Lenz, Alberteen Ransom, and Alan Duncan

12. Adjourn:

There being no further business to come before the Board, upon motion of Director Matthews, second of Director Duncan and unanimous vote, the meeting was adjourned at 8:57 p.m.



Secretary of the Meeting