

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

STERLING HILLS WEST METROPOLITAN DISTRICT

Held: Thursday, May 12, 2022, at 6:30 p.m. via online Zoom Meeting at <https://us06web.zoom.us/j/89194380039?pwd=VnVGVmJtTUdNbHI4WlZwWEwrTVd2QT09> or by telephone conference at Dial-In Number: 669-900-6833; Meeting ID: 891-9438-0039, Passcode: 614623. Notices advising members of the public of the login URL and call-in-number to join the meeting were posted on the District's website and at the District's regular posting location.

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.

The following directors were in attendance:

Juliet Uhlott, President  
Michael Lenz, Treasurer  
Alberteen Ransom, Secretary  
CJ Matthews, Assistant Secretary

The following director was absent:

Christine Hatter, Assistant Secretary

Also present were:

Jennifer L. Ivey, Icenogle Seaver Pogue, P.C.; Edward W. (Ted) Laves, Colorado Special District Management and Operations; and Debra Sedgeley, CliftonLarsonAllen LLP.

1. Call to Order /

Declaration or 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 6:35 P.M.

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2. Approval of/Additions to/Deletions from Agenda: After review and discussion, upon the motion of Director Uhlott and second of Director Lenz, the Board unanimously approved the agenda, with the addition of “SDA Conference” under Director Matters.
3. Director Matters -  
Conflicts of Interest: 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 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.
- SDA Conference: Director Uhlott requested that the Board cover the cost of her attendance at the Annual SDA Conference and lodging. Ms. Sedgeley noted that the budget line item for attendance was removed for 2022 but there are additional funds available due to the May 2022 election being cancelled. After review and discussion, upon the motion of Director Matthews, second of Director Uhlott, and unanimous vote the Board unanimously approved spending up to \$5,000.00 for board members to attend the 2022 SDA Conference.
4. Public Comment - None.
5. Approval of Meeting Minutes -  
March 10, 2022 Regular Meeting: After review and discussion, upon the motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board approved the minutes of the March 10, 2022 regular meeting of the Board of Directors, as presented.

*Director Ransom joined the meeting at this time.*

6. Financial Matters -  
Financial Report/  
Ratification/Payment  
of Claims: Ms. Sedgeley reviewed the March 31, 2022 unaudited financial statements, March 31, 2022 schedule of cash position, which was updated through May 6, 2022, interim and current claims from March 8, 2022 through May 3, 2022 totaling \$57,707.53 paid through bill.com.
- After review and discussion, upon the motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board

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accepted the March 31, 2022 unaudited financial statements, March 31, 2022 schedule of cash position, which was updated through May 6, 2022, interim and current claims from March 8, 2022 through May 3, 2022 totaling \$57,707.53 paid through bill.com.

2021 Audit: Ms. Sedgeley reviewed with the Board the 2021 Audit. After review and discussion, upon the motion of Director Uhlott, second of Director Matthews, and unanimous vote, the Board accepted the 2021 Audit and authorized filing with the Office of the State Auditor, subject to any final revisions to the note requested by legal counsel and receipt of an unmodified opinion from the Auditor.

7. Manager's Report: Mr. Laves discussed with the Board his District Manager's Report which was included in the meeting packet, the following Items were discussed in detail:

Detention Pond Update: Mr. Laves provided an update to the Board on the Detention Pond project. Director Matthews noted that the Detention Pond is holding water longer than seems anticipated. Mr. Laves stated that Dr. Earles believes the Detention Pond is working as designed but he will follow-up on this. Director Matthews requested an update to the planting plan as compared to what the Board had approved.

Landscaping Update: Mr. Laves provided an update to the Board on Landscaping, noting that the onboarding of the Contractor has taken a bit of time and additional managerial oversight, but they are responsive and willing to perform the work. After review and discussion, upon the motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board approved Mr. Laves having authority to approve additional work under the contract in the amount of \$5,000.00 until the end of July for irrigation repairs. Directors Lenz and Uhlott noted that the Contractor has been doing a much better job with mowing than the previous contractor.

Red Park Table Update: Mr. Laves provided an update to the Board on the Red Park tables and their locations and reviewed proposals to pour a concrete pad and bolt the tables down. After review and discussion, upon the motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board approved bolting tables down in the locations as proposed and pouring a concrete slab as proposed at an estimated cost of \$2,000.00.

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Damaged Monument Sign: Mr. Laves reviewed with the Board the report related to the damaged monument signs. The Board discussed the alternatives. Director Matthews stated that the District should evaluate less expensive alternatives and that the signs on all six monuments should be changed to say “Sterling Hills West Metropolitan District” to clarify they belong to the District and not to the Sterling Hills West HOA. Director Matthews also would like the District to send a letter to the HOA asking that they cease maintaining the monuments. Upon the motion of Director Matthews, second of Director Ransom, the Board approved, on a vote of 3-1 with Director Uhlott voting against the motion, changing the six monuments to read “Sterling Hills West Metropolitan District” when it is cost-effective and the District has the funds available. Further discussion on this item was tabled to a future meeting.

Graffiti Removal in Red Park Pavilion Update: Mr. Laves provided an update to the Board on the graffiti removal in Red Park Pavilion. Mr. Laves advised that this work had to wait until water was turned on and available for the power washing. After review and discussion, upon the motion of Director Uhlott, second of Director Matthews, and unanimous vote, the Board approved power washing or using other methods to remove graffiti and afterwards painting with a graffiti resistant paint as proposed in an amount not-to-exceed \$1,200.00

8. Legal Matters -  
Legislative Update: Ms. Ivey provided an update to the Board regarding recent legislation and stated she will in due course provide the Board with a summary of the legislature’s activities with regard to special districts.

9. Other Business: None.

10. Adjournment: There being no further business to come before the Board, upon motion of Director Uhlott, second of Director Lenz and majority vote, the meeting was adjourned at 8:07 P.M.

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Secretary of the Meeting