

# 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, June 13, 2024, at 6:30 p.m., via video conference at <https://us06web.zoom.us/j/86080051244?pwd=2Y8J1YiZeh0QTKXQIFL5U7rbq5RCkz.1> or via telephone conference at Dial-In Number: 1-719-359-4580; Meeting ID: 860 8005 1244, Passcode: 905556. 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

Also present were:

Jennifer L. Ivey, Icenogle Seaver Pogue, P.C.; Edward W. (Ted) Laves, Colorado Special District Management and Operations; and Jenna Trujillo, 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.
2. Approval of/Additions  
to/Deletions from  
Agenda: After review and discussion, upon the motion of Director Matthews, second of Director Ransom, the Board unanimously approved the agenda, as presented.
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

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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.

4. Public Comment: None.
5. Approval of Minutes -  
March 14, 2024 Regular Meeting: Ms. Ivey presented to and reviewed with the Board minutes of its March 14, 2024 regular meeting. After review and discussion, upon motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board approved its March 14, 2024 regular meeting minutes.
- March 25, 2024 Special Meeting: Ms. Ivey presented to and reviewed with the Board minutes of its March 25, 2024 special meeting. After review and discussion, upon motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board approved its March 25, 2024 special meeting minutes.
6. Financial Matters -  
Financial Report: Ms. Trujillo reviewed the financial report with the Board and advised that the 2023 Audit was completed and was filed with an unmodified opinion. These will be included in the Board's next meeting for ratification.
- Claims: Ms. Trujillo presented to and reviewed with the Board the interim and current claims of the District from the period March 1, 2024 through June 4, 2024, totaling \$88,145.37. After review and discussion, upon motion of Director Matthews, second of Director Uhlott, and unanimous vote, the Board accepted the financial report, ratified approval of the interim claims and approved the current claims, as presented.
7. Manager's Report -  
Discussion/Actions Related to Pond Status Update: 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:  
Mr. Laves reviewed with the Board actions related to the pond status update. Discussion ensued among the Board regarding the same. After review and discussion, upon motion of Director Uhlott, second of Director Ransom, and unanimous vote, the Board approved actions related to the pond status update, including

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vacuuming out the forebays and drainage structures to clear debris in an amount not to exceed \$6,000 and remediation of the vandalism in an amount not to exceed \$800.

Swing-set in Green Park:

Mr. Laves reviewed with the Board the proposals for and costs associated with installation of the swing set in Green Park. The Board discussed the potential liability associated with the installation of a swing-set. After review and discussion, upon motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board approved Mr. Laves getting all necessary bids to install a plastic swing-set in Green Park with a concrete ramp in an amount not to exceed \$16,000 and delegated authority to Director Lenz to coordinate with Mr. Laves regarding selection of the swing set and related installation matters.

Actions Related to Vandalism to both Red Park Basketball Courts:

Mr. Laves reviewed with the Board actions related to vandalism to both Red Park basketball courts. After review and extensive discussion regarding the use of metal or plexiglass, upon motion of Director Matthews, second of Director Uhlott, and majority 4-1 vote (with Director Lenz voting against the motion), the Board approved installation of plexiglass replacement backboards on the small court in an amount not to exceed \$3,500, but if the cost will exceed this amount to proceed with the installation of the metal backboards with the locking bolts in an amount not to exceed \$3,200.

Streamline Website Implementation:

Mr. Laves provided an update to the Board regarding the Streamline website implementation status and remediation of documents for compliance with the Technology Accessibility Standards. After review and discussion, upon motion of Director Matthews, second of Director Ransom, and unanimous vote, the Board approved the expenditure of approximately \$2,200 to remediate the documents recommended by Mr. Laves as part of his Manager's Report.

Discussion/Actions Related to Landscaping:

Mr. Laves provided an update to the Board regarding concerns about the landscaping maintenance service provider for the District and his contacting the leadership of the service provider to voice these performance concerns. Mr. Laves reported that since that time the service has been provided much more diligently and he will continue to monitor performance and report back to the Board. Discussion ensued among the Board regarding the same. No action was taken at this time.

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Report Regarding 811 Application: Mr. Laves advised that the 811 applications have been submitted and services should be initiated soon. No action was taken at this time.

Additional Services Authorization with EDI for Irrigation Repairs: Upon motion of Director Matthews, second of Director Ransom, and unanimous vote, the Board ratified approval of additional services authorization with EDI for irrigation repairs.

First Amendment to CORVUS Environmental Consulting, LLC Agreement: Upon motion of Director Matthews, second of Director Ransom, and unanimous vote, the Board ratified approval of the First Amendment to CORVUS Environmental Consulting, LLC Agreement.

Additional Services Authorization No. 1 with CORVUS Environmental Consulting, LLC: Upon motion of Director Matthews, second of Director Ransom, and unanimous vote, the Board ratified approval of Additional Services Authorization No. 1 with CORVUS Environmental Consulting, LLC.

8. Legal Matters -

Memorandum re HB 21-1110 and Rules Establishing Technology Accessibility Standards: Ms. Ivey presented to and reviewed with the Board Memorandum re HB 21-1110 and Rules Establishing Technology Accessibility Standards. Discussion among the Board ensued regarding the same.

Resolution Adopting Technology Accessibility Statement: Ms. Ivey presented to and reviewed with the Board the Resolution Adopting the Technology Accessibility Statement. After review and discussion, upon motion of Director Matthews, seconded by Director Ransom, and unanimous vote, the Board approved the Resolution Adopting the Technology Accessibility Statement.

9. Other Business: None.

10. Adjournment: There being no further business to come before the Board, upon motion of Director Uhlott, second of Director Matthews, and unanimous vote, the meeting was adjourned at 8:01 P.M.

DocuSigned by:  
  
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Secretary of the Meeting