

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

STERLING HILLS WEST METROPOLITAN DISTRICT

Held: Thursday, March 13, 2025, at 6:30 p.m., via video conference at <https://us06web.zoom.us/j/82946959474?pwd=gItyDPRJp0tmdkd7XmMhWwe24fybUs.1> or via telephone conference at Dial-In Number: 1-719-359-4580; Meeting ID: 829 4695 9474, Passcode: 883269. 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
Alberteem 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 Jason Carroll, 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 6:34 P.M.

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

After review and discussion, upon motion by Director Matthews, second by Director Ransom, and unanimous vote, the Board of Directors 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 -
June 13, 2024 Regular Meeting:

Ms. Ivey presented to and reviewed with the Board minutes of its June 13, 2024 regular meeting. After review and discussion, upon motion of Director Matthews, second of Director Ransom, and unanimous vote, the Board approved its June 13, 2024 regular meeting minutes.

November 14, 2024
Regular Meeting:

Ms. Ivey presented to and reviewed with the Board minutes of its November 14, 2024 regular meeting. After review and discussion, upon motion of Director Matthews, second of Director Ransom, and unanimous vote, the Board approved its November 14, 2024 regular meeting minutes.

6. Financial Matters -
Financial Report:

Mr. Carroll reviewed the financial report with the Board and status of the 2024 Audit. After review and discussion, upon motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board accepted the December 31, 2024 unaudited financial statements.

After review and discussion, upon motion of Director Uhlott, second of Director Lenz, and unanimous vote, the Board approved the 2024 Audit and authorized filing with the Office of the State Auditor subject to the receipt of an unmodified opinion from the auditor.

Claims:

Mr. Carroll presented to and reviewed with the Board the interim and current claims of the District from the period November 5, 2025 through March 7, 2025, totaling \$131,606.23. After review and discussion, upon motion of Director Matthews, second of Director Ransom, and unanimous vote, the Board ratified approval of the interim claims and approved the current claims, as presented.

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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:
- Update on and Consider Any Approval Items related to Detention Pond Status: Mr. Laves provided an update to the Board regarding the status of the detention pond, noting the recommended changes suggested by Martin/Martin Consulting Engineers and the City of Aurora for the Detention Pond, including changes to the orifice plate and replacement of the outlet with a trash rack. After review and discussion, upon motion of Director Matthews, second of Director Lenz, and unanimous vote, the Board approved submitting the proposed work out to bid and also requested that information be gathered about the possible cost of adding an additional screen plate in front of the micro pool and approved the \$11,610 proposal from CORVUS Environmental Consulting, LLC for services. The Board also requested that Martin/Martin attend the next meeting of the Board.
- Prairie Dog Fence: Mr. Laves provided an update to the Board on the prairie dog fence, noting it appears to be functioning as intended and seems to be deterring some prairie dogs entering the vegetation areas. No action was required at this time.
- Update on and Consider Any Approval Items related to Landscaping: Mr. Laves provided an update to the Board regarding landscaping, noting irrigation start-up timing and review of possible damage to the system related to the SHW HOA's fence project and other routine damage.
- Update on and Consider Any Approval Items related to Swing Set for Green Park: Mr. Laves provided an update to the Board regarding the swing set for Green Park, noting the complications based on the City of Aurora now requiring planting of trees that were not planted several years ago by the former property owner (the developer). After review and discussion, upon motion of Director Matthews, second of Director Uhlott, and unanimous vote, the Board approved the following items related to the swing set for Green Park: installation of the 2-inch trees being required by the City of Aurora per the approved plans; requesting that Mr. Laves consult with the arborist concerning appropriate trees for Green Parks west conditions and noting that English Oaks might be a good choice; and approving the \$6,615 proposal from Sav-A-Tree.
- Report on and Consider Any Approval Items Mr. Laves provided an update to the Board regarding vandalism, noting that the tables were forcefully moved, and Mr. Laves

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- related to Vandalism: authorized bolting down the tables, removing the corners from the bolts, and applying epoxy. No action was required at this time.
- Consider Approval of License Agreement for SHW HOA's Fence Repairs Phase 3: Mr. Laves reviewed with the Board the License Agreement for SHW HOA's Fence Repairs Phase 3. After review and discussion, upon motion of Director Matthews, second of Director Ransom, and unanimous vote, the Board approved the License Agreement for SHW HOA's Fence Repairs Phase 3.
- 811 Requests: Mr. Laves reviewed with the Board the various 811 requests, noting he processes approximately 20 calls a month. No action was required at this time.
- Website Price Increase: Mr. Laves reviewed with the Board the website price increase, noting they are increasing prices from \$75.00 per month to \$115.00 per month. No action was required at this time, however, the Board inquired if they need to maintain a website. Ms. Ivey advised that metropolitan districts organized on or after January 1, 2000 are required to maintain websites and the District was organized December 29, 1999. The Board requested Mr. Laves see if other platforms are less expensive and also requested Mr. Laves to report how many people are accessing the District's website monthly.
- Vendor Discussion and Consider Any related Approval Items: Discussion ensued among the Board re various vendors, including CliftonLarsonAllen LLP to handle the District's accounting services. After review and discussion, upon motion of Director Matthews, second of Director Uhlott, and unanimous vote, the Board approved gathering contractual documents from one or more accounting firms and adding consideration of changing accounting firms at the June 12, 2025 regular meeting of the Board.
- Consider Ratification/ Approval of Sav-A-Tree Task Order No. 2024-05: Upon motion of Director Matthews, second of Director Uhlott, and unanimous vote, the Board ratified approval of the Sav-A-Tree Task Order No. 2024-05 for work that has already been completed.
8. Legal Matters -
Election Update: Ms. Ivey provided an update to the Board regarding the 2025 Election, noting that Directors Lenz and Matthews ran for re-election. Since there were not more candidates than seats up for election, the election will be cancelled and Directors Lenz and Matthews deemed elected by acclamation.

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9. Other Business: None.

10. Adjournment: There being no further business to come before the Board, upon motion of Director Matthews, second of Director Uhlott, and unanimous vote, the meeting was adjourned at approximately 7:56 p.m.

DocuSigned by:

Alberteen Ransom

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Secretary of the Meeting