

**MINUTES OF A SPECIAL MEETING OF THE
BOARD OF DIRECTORS OF THE
HERITAGE RIDGE METROPOLITAN DISTRICT
HELD MAY 19, 2020**

A special meeting of the Board of Directors (the “**Board**”) of the Heritage Ridge Metropolitan District (the “**District**”) was held on Tuesday, May 19, 2020, at 5:00 p.m. held exclusively by means of Zoom webinar (due to the pandemic). The meeting was open to the public.

ATTENDANCE

Directors in Attendance:

Kenneth Mitchell, Vice President
Victor Smith, Treasurer
Andrew Hrycyk, President
Charlene Green, Assistant Treasurer

Directors Absent and Excused:

Russell Baker, Secretary

Also in Attendance:

David Greher, Collins, Cockrel and Cole, P.C.
Andrea Weaver, and Alex Carlson, Centennial Consulting Group, LLC;
45 Members of the Public

Call to Order: Mr. Carlson called the meeting to order, noting that a quorum of the Board was present.

Disclosures of Potential Conflicts of Interest: The Board discussed the requirements pursuant to the Colorado Revised Statutes to disclose any potential conflicts of interest or potential breaches of fiduciary duty to the Board of Directors and to the Secretary of State. David Greher, District Counsel, noted that a quorum was present and requested members of the Board 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 the statute. District Counsel noted that all Directors’ Disclosure Statements had been filed by the statutory deadline.

Agenda: The Board reviewed the Agenda for the meeting. Following discussion, upon a motion duly made by Director Mitchell, seconded by Director Hrycyk and, upon vote, unanimously carried, the Board approved the Agenda as presented. The Board excused the absence of Director Baker.

Meeting Location: The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of

the District's Board meeting and considered guidance from the Colorado Department of Public Health to avoid social gatherings of more than 10 people. Following discussion, the Board determined to conduct the meeting at the above-stated date, time and via Zoom webinar to maintain social distance. Mr. Carlson reported that notice was duly posted and that no objections to the locations or any requests that the meeting place be changed by taxpaying electors within its boundaries have been received.

May 2020 Election Report/Election of Board Officers: The Board discussed the results of the 2020 election introducing the three new Board members; Andrew Hrycyk, Charlene Greene, and Victor Smith. Following discussion, upon motion duly made by Director Mitchell, seconded by Director Smith, and unanimously carried the Board appointed Andrew Hrycyk as Board President. Following a motion duly made by Director Smith, seconded by Director Hrycyk and unanimously carried the Board appointed Kenneth Mitchell as Vice President. Following a motion duly made by Director Mitchell, seconded by Director Hrycyk and unanimously carried the Board appointed Victor Smith as Treasurer. Following a motion duly made by Director Mitchell, seconded by Director Hrycyk and unanimously carried the Board appointed Charlene Greene as Assistant Treasurer. Following a motion duly made by Director Mitchell, seconded by Director Smith, and unanimously carried the Board appointed Russell Baker as Assistant Secretary.

ADMINISTRATIVE
MATTERS

Past Meeting Minutes: The Board reviewed the minutes from the April 2, 2020 Meeting of the Board. Following discussion, upon a motion duly made by Director Mitchell, seconded by Director Smith and upon vote the Board approved the minutes from the April 2, 2020 meeting of the Board as presented understanding that Director Mitchell was the only current Director in attendance at the April 2, 2020 meeting.

Board Update on the Status of Gsuite and Website Administration: Andy Hrycyk discussed the present applications of Gsuite and ongoing updates and additions to the Heritage Ridge Metropolitan District website.

Ratification of Metco Landscape Maintenance and Snow Removal Proposal: The Board reviewed the Landscape Maintenance and Snow Removal Contract for 2020. Upon a motion by Director Greene, seconded by Director Hrycyk and unanimously carried, the Board ratified the Metco Landscape Maintenance and Snow Removal contract for 2020.

Discussion of Pool Opening Date as it relates to COVID-19 and the Governor's Recommendations for Community Pools: The Board reviewed the Governor's recommendations and decided to push the

opening date for the pool back pending further conversations between the Pool Committee members and CCG.

Review and Adopt the 2020 Pool Rules and Regulations: The Board reviewed the 2020 Pool Rules and Regulations. Following discussion, upon a motion duly made by Director Mitchell, seconded by Director Hrycyk and unanimously carried, the Board approved the 2020 Pool Rules and Regulations as presented.

Discuss and Consider Minor Adjustments to the Heritage Ridge Design Rules and Regulations: The Board discussed the storage of trashcans and reiterated that they need to be stored within a fully screened area. Director Smith pointed out that he used an approved container to store his trash receptacles. Director Hrycyk noted that the ACC determined they would allow a container, similar or identical to that described by Director Smith, for any homeowner interested in using one to store his or her trash cans.

The Board discussed and reiterated that street parking is not permitted in the Heritage Ridge neighborhood. The Board considered input from the community regarding the enforcement of this rule. It was determined that there would be no change to the enforcement and that community members must park in the garage or in their driveway except in the instance of temporary visitors or immediate loading/unloading.

The Board discussed a few nuisance dogs that had been brought to the attention of Management. Mr. Carlson advised homeowners to reach out to Berthoud Code Enforcement as well as animal control to help alleviate this issue.

The Board discussed at a high-level specific requests' management had received to waive fines. It was determined that there would be no changes to the fines policy and that the Board would consider on a case by case basis the request to waive fines that had been assessed for covenant violations.

FINANCIAL MATTERS

Financial Statements through April 30, 2020: Ms. Weaver presented the unaudited financial statements for the period ending April 30, 2020 to the Board. Upon a motion by Director Mitchell, seconded by Director Hrycyk and unanimously carried, the Board approved the unaudited financial statements for the period ending April 30, 2020.

Payment of Claims through April 30, 2020: Ms. Weaver presented the payment of claims for the period ending April 30, 2020 to the Board for ratification. Upon a motion by Director Hrycyk, seconded by Director

Smith and unanimously carried, the Board ratified the payment of claims for the period ending April 30, 2020.

Establishing Bank Signers for new Board Members: The Board discussed the need to assign new Board bank signers. The Board determined that Dawn needed to be removed and they would add Director Smith as Treasurer and Director Hrycyk as president. Furthermore, the Board determined that any check over \$5,000.00 would need the signature of both the President and Treasurer. Anything under \$5,000.00 would only need a single Board Member signature.

COMMITTEE
REPORTS

Architectural Control Committee: Director Hrycyk reported on the recent activities of the ACC. He reminded residents in attendance of the landscape deadlines as they pertain to backyard landscape completion.

Communication/Social Committee Report: Director Hrycyk described the role of the Communication/Social Committee and described the ongoing improvements to the District's website.

Finance Committee Report: Director Smith acknowledged that this committee had not yet had a meeting and this item was deferred to a subsequent meeting.

Landscape and Maintenance Committee Report: Mr. Carlson discussed that the native mowing was scheduled for May 21st, weather permitting and presented an irrigation repair proposal to the Board. After discussion, the Board approved the District's portion of the irrigation repair. Furthermore, Mr. Carlson explained that the playground equipment appeared to be in good working condition and reminded the residents that there would be a turf weed spray application on May 22nd, weather permitting.

Pool Committee Report: Director Hrycyk updated the Board about the recent actions of the pool committee as it prepares for the upcoming pool season. CCG requested the approval of the Board to expend some pool funds to purchase additional signage and security measures. The Board approved the request to purchase additional signage and safety measures for the upcoming 2020 season. Director Hrycyk also discussed the need for a reserve study to be completed. Following discussion, the Board determined to table this study until the following year.

OTHER BUSINESS

Request for Tree Relocation on District Property: The Board reviewed the request from the homeowners of 307 Canyonlands that wished to relocate two trees behind their home to another location on District property.

Following discussion, the Board approved the relocation subject to all costs of the relocation be covered by the homeowner.

Streetlights Along Bronco Court: A homeowner along Bronco Court reported to CCG that there should be additional streetlights placed along Bronco Court. Following discussion, the Board concluded that there were enough streetlights and that they had been installed per the Town approved development plans.

ADJOURNMENT

Upon a motion by Director Hrycyk, seconded by Director Smith and unanimously carried, the Board adjourned the meeting.

Respectfully submitted,

By 
Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL MINUTES OF THE May 19, 2020 SPECIAL MEETING OF THE BOARD OF DIRECTORS OF THE HERITAGE RIDGE METROPOLITAN DISTRICT BY THE MEMBERS OF THE BOARD OF DIRECTORS SIGNING BELOW:

Kenneth Mitchell


Andrew Hrycyk

Charlene Greene