

# RECORD OF PROCEEDINGS

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MINUTES OF THE SPECIAL MEETING OF THE BOARD  
OF DIRECTORS

OF THE

HUNTING HILL METROPOLITAN DISTRICT

Held: Monday, December 10, 2018 at 1:00 p.m. at Verona  
Clubhouse, 2429 Primo Road, Highlands Ranch, Colorado.

Attendance:

A special meeting of the Board of Directors of the Hunting Hill Metropolitan District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:

Kathryn Neely  
David Hoffman  
Al Sullivan  
Chris Nelson  
Alec Garbini

Also present were: Jennifer L. Ivey, Icenogle Seaver Pogue, P.C.; Kevin Collins and April Clendenin, CliftonLarsonAllen, LLP; Ron Harris, Advance HOA Management, Inc.; and the following District residents: Curtis Burton, Ken Stuckey, Tom Stone, Sheryl Stone, RoseAnn Hazzard, Larry Hazzard, Pat Havener, Ron Privratsky, Keith Warner, Kevin Barré, Marie Barré, Sally Culbertson, Dorothy Sullivan, Jane Darling, Judy Kraft, Dick Kraft, Mimi Carroll, Doug Parker, W. Kay Johnson, Nancy Ditman and Bill Flynn.

Call to Order/ Declaration of  
Quorum:

Director Neely, noting the presence of a quorum, called to order the special meeting of the Board of Directors of Hunting Hill Metropolitan District at 1:00 p.m.

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Directors Matters/Disclosure  
Matters:

Ms. Ivey advised the Board of Directors that pursuant to Colorado law, certain disclosures may be required prior to taking official action at the meeting. The Board of Directors reviewed the agenda for the meeting, following which each director confirmed the contents of written disclosures previously made, if any, stating the fact and summary nature of any matters, as required by Colorado law, to permit official action to be taken at the meeting. Additionally, the Board of Directors determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

Director Sullivan reported that he had disclosed the following 1) he is an owner of property in the district boundaries and 2) he has no financial interest in connection with official action of the district.

Director Hoffman reported that he had disclosed the following 1) he is an owner of property in the district boundaries and 2) he has no financial interest in connection with official action of the district.

Director Neely reported that she had disclosed the following conflicts of interest: 1) she is an owner of property within the district boundaries and 2) she has no financial interest in connection with official action of the district.

Director Garbini reported that he had disclosed the following conflicts of interest: 1) contract to purchase property within the District and 2) employed by CMZ, Inc. which provides consulting services as a paid consultant.

Director Nelson reported that he had disclosed the following conflicts of interest: 1) he is an owner of property within the district boundaries and 2) he has not financial interest in connection with official action of the District.

Ms. Ivey advised that written disclosures of these interests were filed with the Secretary of State at least seventy-two hours prior to the meeting.

Approval of/Additions  
To/Deletions From the Agenda:

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

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Public Comment for Items Not on Agenda: None.

Approval of Minutes: After review and discussion and upon motion of Director Hoffman and second of Director Neely, the Board unanimously approved the minutes of the November 12, 2018 special meeting of the Board.

*Director Garbini joined the meeting at this time.*

Management Report: Mr. Harris reviewed with the Board his District Management Report which was included in the meeting packet.

Transfer of Irrigation Tap: Mr. Harris discussed with the Board the request from Richmond Homes for the District to transfer its 1-inch irrigation tap that serves the median in the County Line Road right-of-way to Richmond Homes. Ms. Ivey inquired regarding the amount that the District paid for the irrigation tap and the basis for its irrigation of the median that it does not own. Director Garbini stated that the District paid for the irrigation tap approximately nine years ago and that the irrigation requirement was from the City of Littleton and should have ceased when the landscaping was established and therefore the District has no need for the irrigation tap at this time. After further review and discussion, and upon motion of Director Sullivan and second of Director Neely, the Board unanimously approved transferring the irrigation tap to Richmond Homes for reimbursement of the cost the District previously paid therefor, subject to Richmond Homes agreeing to take over any future irrigation responsibilities for the median, paying any costs of the District related to the transfer of the tap and acquiring all necessary approvals for the transfer of the tap from the District to Richmond Homes.

Landscape Committee: Mr. Barré provided a summary of the Landscape Committee's activities in 2018, which were as follows:

- 18 requests for landscaping were received and all 19 were fulfilled.
- 45 new plants/shrubs were planted.
- Bulbs were planted throughout the District.
- 21 plants/trees/shrubs were moved to more suitable

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locations.

- 10 volunteers wrapped and mulched the trees.
- 9 grass clumps were relocated
- Residents donated \$1,550 to the Landscape Committee.
- Chris Voss will be taking over the Landscape Committee and is looking for volunteers for 2019.

### Legal Matters:

2019 Annual Administrative Resolution: After review by Ms. Ivey and discussion, and upon motion of Director Neely and second of Director Hoffman and unanimous vote, the Board adopted the 2019 annual resolution, part of which was the re-election of officers to their present offices:

President/Chairman: Kathryn Neely  
Treasurer: Alfred Sullivan  
Secretary: David Hoffman  
Assistant Secretary: Alec Garbini  
Assistant Secretary: Christopher Nelson

setting the regular meetings schedule and location and setting the posting place for meeting notices.

Update Regarding 2018 Bond Refunding: Ms. Ivey reported to the Board on the successful closing of the Hunting Hill Metropolitan District, Limited Tax General Obligation Refunding Bonds, Series 2018 in the Principal Amount of \$7,090,000. Director Hoffman noted that the interest rate was 5.625%.

After review by Ms. Ivey and discussion, and upon motion of Director Sullivan and second of Director Hoffman and unanimous vote, the Board ratified the engagement of CliftonLarsonAllen LLP for preparation of the financial forecast.

Maintenance Easements: Ms. Ivey reported that due to the help of the Board members, particularly Director Neely, the District has received 39 of the 48 maintenance easements for the slivers of property from homeowners. After review and discussion, and upon motion of Director Sullivan and second of Director Nelson and unanimous vote, the Board approved acceptance of the Maintenance Easements and authorized Director Neely to sign

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the easement and directed legal counsel to record the easements. Director Neely reported that she will continue to work on acquiring the remaining 9 easements.

Workers' Compensation Insurance: Ms. Ivey presented to and discussed with the Board a resolution determining not to provide workers' compensation insurance coverage for uncompensated members of the Boards and Form WC 44 acknowledging such determination for the District. Ms. Ivey explained that this would be a net saving to the District of \$265.59. After discussion, upon motion of Director Nelson and second of Director Neely, the Board unanimously approved the Resolution and authorized the completion and filing of Form WC 44 for the District.

### Financial Matters:

Payment/Ratification of Claims: Mr. Collins reviewed with the Board the interim claims represented by checks 1131 – 1144 totaling \$49,189.43. After review and discussion and upon motion of Director Sullivan and second of Director Nelson, the Board unanimously ratified/approved the claims as presented.

Consider Approval of Financial Statements: Mr. Collins reviewed with the Board the October 31, 2018 financial statements. After review and discussion and upon motion of Director Sullivan and second of Director Nelson, the Board unanimously accepted the financial statements as presented.

2018 Budget Amendment Approval – Public Hearing Consider Approval of Proposed 2018 Budget Amendment and Appropriate Sums of Money: Upon motion of Director Sullivan and second of Director Neely, the Board unanimously approved opening a public hearing on the proposed 2018 budget amendment consistent with published public notice. Mr. Collins reviewed with the Board a proposed 2018 budget amendment. No members of the public in attendance wished to comment on the proposed 2018 budget amendment. Upon motion of Director Neely and second of Director Nelson, the Board unanimously approved closing public hearing on the proposed 2018 budget amendment. After discussion, and upon the motion of Director Sullivan and second of Director Nelson, the Board unanimously approved a resolution approving the 2018 proposed budget amendment and approving appropriation of funds to the approved budget amendment.

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2019 Budget Approval –  
Public Hearing Consider  
Approval of Proposed 2019  
Budget, Appropriate Sums  
of Money and Certify Mill  
Levies:

Upon motion of Director Sullivan and second of Director Neely, the Board unanimously approved opening a public hearing on the proposed 2019 budget consistent with published public notice. Mr. Collins reviewed with the Board a proposed 2019 budget. Public comment on the proposed 2019 budget was received. Upon motion of Director Neely and second of Director Nelson, the Board unanimously approved closing public hearing on the proposed 2019 budget. The Board discussed the proposed 2019 budget. Upon the motion of Director Sullivan and second of Director Nelson, the Board unanimously approved a resolution approving the 2019 proposed budget, approving appropriation of funds to the approved budget and certifying the mill levy.

Other Business:

Finance Committee Report:

Director Sullivan noted that the Finance Committee is working on an updated status report that it hopes to disseminate to residents yet this month.

Consider Engagement of  
Auditor:

Mr. Collins reviewed the engagement letter from Mr. Dazzio to complete the 2018 audit. After review and discussion and upon motion of Director Hoffman and second of Director Sullivan, the Board unanimously approved engagement of Dazzio & Associates, P.C. to prepare the 2018 audit.

Consider Engagement of  
Legal Counsel:

Ms. Ivey presented her proposed engagement arrangement for 2019 with the Board and discussed the cost of legal services provided to the District. After review and discussion and upon motion of Director Sullivan and second of Director Hoffman, the Board unanimously approved engagement of Icenogle Seaver Pogue, P.C. to provide legal services in 2019 as proposed.

Capital Improvements:

Director Hoffman made historical inquiries of Director Garbini related to the cracking that is occurring in the bridge over the canal. Director Garbini reported that the bridge is on caissons but that the wing wall is not and that it is not attached to the bridge structure. A proposal for remediation work was reviewed and Director Garbini reported that upon initial review the option that used epoxy/urethane was likely the most appropriate option.

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Director Hoffman requested that Mr. Harris follow-up with Richmond Homes related to “no parking” signs on Primo Road that they had committed to posting.

Directors Hoffman and Garbini discussed the historical rationale behind the handicap ramp on the southwest corner of County Line Road.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned upon motion by Director Sullivan, second by Director Neely and unanimous vote at 2:17 p.m.

  
Secretary