

# RECORD OF PROCEEDINGS

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MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS

OF THE

HUNTING HILL METROPOLITAN DISTRICT

Held: Monday, March 9, 2020 at 1:00 p.m. at Douglas County  
Libraries, Highlands Ranch Branch, 9292 Ridgeline Blvd.,  
Highlands Ranch, Colorado.

Attendance:

A regular 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, President  
David Hoffman, Secretary  
Al Sullivan, Treasurer  
Chris Nelson, Assistant Secretary

The following director was absent:

Alec Garbini, Assistant Secretary

Also present were: Jennifer L. Ivey, Icenogle Seaver Pogue, P.C.; Kevin Collins and Mathew Vigil, CliftonLarsonAllen, LLP; Ron Harris, Advance HOA Management, Inc.; and the following District residents: W. Kay Johnson, Kathy McConathy, Tom McConathy, Pat Havener, Chris Beery, Marge Baldwin, Susan Van Dyke, Bruce Campbell, Doug Robertson, Larry Bultena, Larry Aurich, Barb Aurich, Anne Tatlow, and Nancy Ditman.

Call to Order/ Declaration of  
Quorum:

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

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,

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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 conflicts of interest: 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 conflicts of interest: 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 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 no 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 Hoffman and second of Director Sullivan, the Board unanimously approved the agenda with the addition of the following agenda items: 9.c. – Speed Limit; 9.d. – Board Membership/Election; and 9.e. – Tract F.

Public Comment for Items Not  
on Agenda:

Ms. Van Dyke distributed and read aloud written statements related to concerns regarding ongoing ice issues at 2134 Primo Road, Building 9, and suggestions for a Verona dog waste removal policy.

Director Nelson noted that he will work with Mr. Harris and will have a CDOT update at the next regular meeting of the Board of Directors.



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- Approval of Minutes: After review and discussion and upon motion of Director Sullivan and second of Director Neely, the Board unanimously approved the minutes of the December 9, 2019 special meeting of the Board of Directors.
- Management Report: Mr. Harris reviewed his Manager's Report which was included in the meeting packet. The following items were discussed in detail:
- Snow Removal: Mr. Beery discussed the results of the attempts to mitigate the build up of ice and provide additional snow removal services within the District. He stated that this is still a work in progress and each snow event presents unique circumstances but that the extra efforts did seem to help with the accumulation problems. Mr. Beery did caution residents against using axes, sticks, or other similar items to try to break up accumulated ice. Director Nelson reported that he and Director Hoffman did a thorough walk-through of the community after the recent snow events and observed conditions and have the following recommendations: (1) estimates be requested from contractors to bury the downspouts and re-route them to drain into landscaped areas to help with ice accumulation and (2) estimates be requested for the cost of installing heat tape and accompanying electrical outlets to prevent ice build-up in the gutters. Director Nelson noted that item (2) is more within the purview of the HOA but that they would like to accumulate all of the cost information and then approach the HOA regarding a collaborative effort to correct these issues. Several members of the public provided thoughts and suggestions related to this effort. One suggestion lead to a third recommended action of (3) get estimates from contractors to flatten the slanted sidewalks north of the Building 9 entry, approaching the trash enclosures, that have resulted in excess ice accumulation. Mr. Beery asked that anyone with additional ice mitigation ideas contact him. A resident noted that snow removal equipment has caused some minor damage in some places. Mr. Harris will contact Absolute and get it resolved. Mr. Harris also noted that he had talked with a contractor about installing 'chase drains', but it was determined that this approach would not be feasible. After further review and discussion and upon motion of Director Neely and second of Director Sullivan, the Board unanimously approved Directors Nelson and Hoffman acquiring estimates and other information regarding

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recommendations (1) – (3) detailed above and reporting to the Board of Directors at its June 8, 2020 meeting.

Consider Approval of Extension of Landscape Maintenance Services Agreement with Absolute Lawn Care, LLC:

Ms. Ivey presented to and reviewed with the Board of Directors the proposed First Amendment to the Landscape Maintenance Services Agreement with Absolute Lawn Care, LLC. Mr. Harris reported that the pricing and terms are the same as in 2019. Ms. Ivey stated that this amendment removed some items from the Scope of Work which were not being performed and gives the District an option for additional one-year renewal terms if desired. Director Nelson inquired about additional services being performed on Tract A. Mr. Harris reported that Absolute Lawn Care, LLC will be extending irrigation lines to that area and installing the landscaping. Ms. Ivey reported that this work did not change the scope of the service in the proposed First Amendment as it will be considered Additional Services under the Agreement. After further review and discussion and upon motion of Director Sullivan and second of Director Hoffman, the Board unanimously approved the First Amendment to the Landscape Maintenance Services Agreement with Absolute Lawn Care, LLC. It was also noted that to date we do not have a Landscape Enhancement Committee Chair, and the audience was asked to pass this need along to their neighbors not present at this meeting.

Director Neely noted that within Mr. Harris' Management Report it was incorrectly stated that the next regular meeting of the Board of Directors will take place at the Highlands Ranch Library. It will take place at the Northridge Rec. Center, in the Crestone Room.

Legal Matters:

Consider Acceptance of Maintenance Easements:

Ms. Ivey reported the no additional maintenance easements have been received.

Discuss Parking Lots/HOA Covenants and District Parking Rules:

Ms. Ivey reported that the Verona Highline Homeowners Association, Inc. recently revised its Declaration, which brought attention to the regulation of the District-owned parking lots. As a result, Ms. Ivey has been working with Directors Neely and Hoffman to draft District Parking Rules and Regulations which will be considered at the June 8, 2020 regular meeting of the Board of Directors.



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- Update on Advance & Reimbursement Agreement Letter: Ms. Ivey provided a brief review of the District's position that it has no further liability under the Advance & Reimbursement Agreement with Verona Building Co., LLC and Verona Building Co., LLC's dispute of this position.
- Consider Creating District Logo: Director Neely advised that as the District continues to grow and have a presence in the community, she believes it would be helpful to develop a logo for the District. Director Neely is soliciting artistically inclined members of the community to submit ideas and asked the members of the public in the audience to spread the word about this effort.
- Consider Creating District Website/Entering into Intergovernmental Agreement with the Statewide Internet Portal Authority (SIPA): Directors Neely and Nelson advised that as the District continues to grow and have a presence in the community, they believed it would be very helpful to have a website where information about the District could be posted. Director Neely also noted that a google search of "Hunting Hill Metropolitan District" currently yields a result that leads to a blank page on the Douglas County Planning Commission's website. Ms. Ivey explained that with the change in the Colorado Open Meetings Law and Special District Act in 2019 that if the District creates a website it can also begin posting its meeting notices on this website. Director Nelson advised that at the recommendation of Ms. Ivey he has been in contact with the Statewide Internet Portal Authority (SIPA) regarding its website development and hosting services and recommends that the District enter into an intergovernmental agreement with SIPA to create a website. After review and discussion and upon motion of Director Neely and second of Director Sullivan, the Board unanimously approved entering into an intergovernmental agreement with SIPA for the website development and approved Director Nelson attending the upcoming workshop hosted by SIPA related to the same.
- Financial Matters:  
Payment/Ratification of Claims: Mr. Collins reviewed with the Board the interim claims represented by checks 1231 – 1244 and ACH payment totaling \$27,524.92 and the current claims represented by checks 1245 – 1250 and one ACH payment totaling \$26,204.19. After review and discussion and upon motion of Director Sullivan and second of Director Hoffman, the Board unanimously ratified and approved the claims as presented. Upon inquiry from the Board Mr. Collins explained that the benefit of being within the Highlands Ranch Metropolitan District is lower

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water costs.

Report of Finance  
Committee:

None.

Consider approval of  
Financial Statements:

Mr. Collins reviewed with the Board the January 31, 2020 financial statement. After review and discussion and upon motion of Director Nelson and second of Director Neely, the Board unanimously accepted the financial statement with revisions to pages 21 and 24 to correct the references to the interfund transfer to accurately reflect that it is a transfer from the general fund to the capital projects fund.

Mr. Collins reviewed with the Board the draft 2019 audit. After review and discussion and upon motion of Director Sullivan and second of Director Hoffman, the Board unanimously directed the District's consultants to finalize the 2019 audit and file it with the State.

Other Business:

Landscaping: Southwest  
Corner of County Line Road  
and Primo Road:

Director Hoffman noted that this item was discussed under the Management Report and is also known as Tract A. Director Hoffman stated that his attempts to get Richmond Homes to contribute to the cost of this landscaping were not successful.

Century Communities  
Property Trash Receptacles:

Director Hoffman stated that he has had discussions with Ms. Myers, Century Communities, regarding removing the installation of trash receptacles from their development plans and that Ms. Myers reported that in communities that do not have trash receptacles it has resulted in problems with litter in the community and they therefore declined to eliminate the trash receptacles from their plans. Mr. Harris noted that several of the District's contractors could empty the trash receptacles as additional services under their contracts.

Speed Limit:

Director Neely discussed the problem with speeding on the non-dedicated public rights-of-way within the District. The posted speed limit for these rights-of-way is 14.5 mph. Director Neely briefly reported on discussions with Ms. Ivey regarding the legal powers of the District related to traffic safety protection and security services and reported that the District does not have police powers but could enter into an agreement with Douglas County for additional traffic patrolling. Director Neely also discussed other ideas such as



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installation of speed bumps, speed monitoring devices and other similar deterrents to speeding. Several members of the public noted their concerns with speeding as well. It was suggested that information be put in the community newsletter regarding the concerns and possible actions by the District. Another member of the public suggested the installation of crosswalks to help protect pedestrians. Director Neely stated that she is not recommending the Board of Directors take any action at this time but encouraged all attendees to spread the word that the District is considering action if the problems continue.

Board Membership/Election: Director Neely reported that this would have been Director Garbini's last meeting as a director and although he was absent wanted to thank him for his service to the District. She stated that he was a great asset to the Board of Directors with his historical knowledge of the project.

Director Neely also thanked Director Nelson for signing up for a second term on the Board of Directors and reported that Ron Privratsky will be filling the other seat that was up for election.

Ms. Ivey reported that since there were no more candidates that self-nominated than seats up for election that the May 5, 2020 election is in the process of being cancelled and Director Nelson and Mr. Privratsky will be declared elected by acclamation.

Tract F

Director Nelson reported that there are large shipping receptacles and other items that have been left on Tract F on the Southeast Corner near Building 16. He is in the process of verifying if ownership of these items was transferred to Century Communities or is still owned by Verona Building Co., LLC and is working to have the items removed. No action was requested at this time.

Executive Session:

Upon motion of Director Sullivan and second of Director Nelson, the Board unanimously voted to enter into an Executive session pursuant to Sections 24-6-402(4)(b) and/or 24-6-402(4)(e), C.R.S. for the purpose of receiving legal advice on specific legal questions and/or determining positions relative to matters that may be subject to negotiations; developing strategy for negotiations; and

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instructing negotiators regarding the Developer Advances/Settlement Agreement regarding the District's financial status and advance and reimbursement agreement, if necessary at approximately 2:54 p.m.

All members of the public departed the meeting at this time. Directors Neely, Sullivan, Hoffman, and Nelson, Messrs. Collins, Vigil, and Harris, and Ms. Ivey were in attendance during the executive session.

Upon motion by Director Sullivan and second by Director Nelson the Board unanimously voted to exit the Executive Session and reconvene the regular meeting.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned upon motion by Director Neely, second by Director Hoffman and unanimous vote at approximately 3:35 p.m.

  
Secretary