

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

HUNTING HILL METROPOLITAN DISTRICT

Held: Tuesday, October 6, 2020 at 1:00 p.m. via the following Zoom meeting location:

<https://us02web.zoom.us/j/87002793259?pwd=ZHR1bzR2aGZqeXdlXUlh1Q1lkTWwzQT09> and via telephone at + 1 669 900 9128, Meeting ID: 870 0279 3259, Passcode: 356545. All participation in this meeting, including public participation, was by telephone and/or electronic means to preserve the health, safety and welfare of the public in light of the imminent threat caused by the COVID-19 pandemic and due to the State of Emergency declared by Governor Polis, as amended and extended, corresponding executive orders and public health orders, as amended and extended, and CDC recommendations against gathering in large groups in order to mitigate the spread of the COVID-19 virus.

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, President (*via video/telephone conference*)
David Hoffman, Secretary (*via video/telephone conference*)
Al Sullivan, Treasurer (*via video/telephone conference*)
Chris Nelson, Assistant Secretary (*via video/telephone conference*)
Ron Privrastky, Board Member (*via video/telephone conference*)

Also present were: Jennifer L. Ivey, Icenogle Seaver Pogue, P.C. (*via video/telephone conference*); Kevin Collins and Mathew Vigil, CliftonLarsonAllen, LLP (*via video/telephone conference*); Ron Harris, Advance HOA Management, Inc. (*via video/telephone conference*); and the following District residents (*all via video/telephone conference*): Judy Kraft, Janet Gibley, Joan Goins, Doug Robertson, Nancy Ditman, Jerilynn Knudtson, Jayne Veeder, Pat Havener, Kenneth Stuckey, Marge Baldwin, and Ron Villiotti.

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 1:02 p.m.

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Introductions/Election Update:

Director Neely welcomed the Board and residents of the community. She asked each Board member to introduce themselves. Director Neely also welcomed Director Privrastky. Ms. Ivey reported that the 2020 election was canceled and Directors Nelson and Privrastky were elected to 3-year terms by acclamation.

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 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 Neely 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 Nelson and second of Director Neely, the Board unanimously approved the minutes of the March 9, 2020 regular meeting of the Board of Directors as presented.

Management Report:

Update on CDOT
Soundwall:

Mr. Harris provided an update to the Board regarding the CDOT Soundwall and that it is nearly completed. Director Neely thanked board members and members of the public for their work over a five-year period to get this completed.

Richmond Homes
Issues:

Mr. Harris provided an update to the Board regarding the Richmond Homes issues including the remediation after the fire that occurred. Mr. Harris discussed his work with Richmond to have both the District-owned burn area and the Richmond area remediated by Richmond at the same time. Ms. Ivey reported that the form of the release that was provided was acceptable but is all encompassing and therefore should not be approved and finalized until all of the remediation work has been completed to the satisfaction of the District. Mr. Harris also reported that the fire brought to light issues about deadfall and debris near the Highline Canal. Mr. Harris has been in touch with officials from the Highline Canal Conservancy and they have plans to clean this area following the end of the recreational use season.

Century Construction
Issues:

Mr. Harris provided an update to the Board regarding the Century Construction issues including the replacement of the stop sign at Primo and Pisa Lane. Mr. Harris and Director Neely thanked members of the community for being the “water warriors” and helping to keep things green while they were waiting for the irrigation repairs to be made. The repairs have been made and invoices submitted to Century for reimbursement.

Verona HOA Issues:

Mr. Harris provided an update to the Board regarding the Verona HOA including the completion of curb painting and initiation of community broadcast emails regarding speed limit and pet compliance issues.

Landscaping:

Update on
Landscaping County

Mr. Harris reported this work had been completed and irrigation is operational.

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Line & Primo:

Approval of Items Related to Corrective Actions for Landscaping Issues: The Board determined that no action was needed at this time.

Snow/Ice Removal:

Approval of Snow Removal Contract(s): Mr. Harris and Ms. Ivey reviewed with the Board the proposed rates from Absolute Lawncare, LLC for 2020/2021 snow removal based on time and materials and, alternatively, a flat rate monthly fee for the season. After review and discussion and upon motion of Director Privrastky and second of Director Neely, the Board unanimously approved the proposed rates from Absolute Lawncare, LLC for 2020/2021 snow removal and extension of the contract on a time and materials basis. Director Nelson inquired about the snow removal method of using a pick-up truck/plow for snow removal between the manors and on the north side of the manors and asked that use of snow blowers be considered.

Approvals Related to Estimates for Corrective Action for Ice/Snow melt Issue: Mr. Nelson reviewed with the Board his report regarding investigations related to the snow/ice accumulation issue, interviews with contractors about this issue, and the proposed corrective actions for the same. Ms. Goins commented that the trench drains that were proposed to be put in near her driveway in building 12 would result in complications with her driveway due to it being a short driveway. Director Neely stated that she would like to move forward with the remediation effort at one of the buildings to see how well the solution works, she is, however, concerned about damage to the drains from the construction trucks or the added traffic from re-routing because of construction. Director Hoffman stated that this remediation would be the same as has occurred near building 13 and that due to its location it would not be impacted by the construction traffic. Director Privrastky noted that he would also be in favor of moving forward with one building. After review and discussion and upon motion of Director Sullivan and second of Director Hoffman, the Board approved proceeding with the remediation effort for the landscape islands, concrete, and trenching on one building with Brown Brothers Asphalt Concrete at a cost not-to-exceed \$10,200.00, the motion carried on a vote of 4-1 with Director Privrastky voting against the motion. Directors Nelson and Privrastky reported that the heat-tape portion of the remediation will be undertaken by the HOA this year or in a future year. Director Nelson stated that he would do a walk-thru with Ms. Goins regarding

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building 12.

Verona Landscape Enhancement Committee

Approval of Verona
Landscape
Enhancement
Committee Charter:

Directors Neely and Ms. Ditman reviewed the Charter for the Verona Landscape Enhancement Committee with the Board. After review and discussion and upon motion of Director Hoffman and second of Director Neely, the Board unanimously approved the Charter with a revision under bullet point 6 under Responsibilities, to allow sourcing of vendors. Director Sullivan thanked Ms. Ditman and other residents for taking on this work as a labor of love.

Appoint Landscape
Committee
Chairperson:

After review and discussion and upon motion of Director Neely and second of Director Sullivan, the Board unanimously appointed Nancy Ditman as the chair of the Verona Landscape Enhancement Committee.

Update on Gardener:

Ms. Ditman reported how pleased she is with Martha Kirk and Signature Gardens and reported that they have agreed to do the work again next year. Director Hoffman stated that he has had a concern with the landscape areas along Primo Road and that Ms. Kirk would be able to undertake this work for an additional \$600 - \$1,200 for an initial clean-out and an additional \$500 per month to maintain those areas for next year, it was noted this additional amount would be within the annual District's budgeted amount. Ms. Ditman provided additional information about weed removal and recommendations for pesticide/herbicide application.

Other Committee
Business:

Mr. Harris stated that Signature Gardens can proceed with the clean-up from County Line to Pisa Lane this fall. Upon inquiry from Ms. Gibley, Ms. Ditman stated that tree removal and replacement is best done in the spring. Various board members and members of the public thanked Ms. Ditman for her hard work.

Legal Matters:

None.

Financial Matters:

Ratify 2019 Audit:

Mr. Collins reviewed with the Board the audit of the 2019 financial statements. After review and discussion and upon motion of Director Sullivan and second of Director Privrastky, the Board unanimously ratified the 2019 Audit and filing with the State.

Financial Statements:

Mr. Collins reviewed the August 31, 2020 financial statements with the Board. After review and discussion and upon motion of Director

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Privrastky and second of Director Hoffman the Board accepted the August 31, 2020 financial statements.

Draft 2021 Budget:

Mr. Vigil reviewed with the Board the draft 2021 budget. The Board and Mr. Harris provided input and revisions including, but not limited to the following:

- Landscape maintenance – contract is Absolute Lawncare, LLC.
- Gardening Services is Signature Gardens.
- Landscape maintenance – other should be split into “VLEC” and “other” and VLEC should be included in or a sub-item under Gardening Services.
- Mr. Harris stated that Irrigation System Repairs should be \$27,199 year to date.
- Director Sullivan requested that the final budget include meaningful titles for the line items.
- An adjustment needs to be made to account for the ice/snow remediation effort.
- Director Neely reported that she was provided an update from Century Communities regarding the timing of pulling building permits and the numbers included in the budget are based on this information. No change was requested.

Mr. Collins reviewed the Gallagher Adjustment and implications of the potential repeal of the Constitutional Amendment.

After further review and discussion, the Board determined that it would hold the public hearing on the 2021 budget on December 7, 2020 at 1:00 p.m. and would cancel the December 14, 2020 regular meeting.

**Initiation of Study
Regarding Future
Capital
Improvements:**

Ms. Ivey discussed with the Board the previous direction by the Board to consider annually in conjunction with the budget, to have a study performed in order to develop a capital repair and improvement plan. The Board stated that it is not in a financial position at this time for this item and requested that it be tabled until next fall during the budget process.

Other Business:

**Update on District
website:**

Director Nelson reported it would be another 3-4 months until the Statewide Internet Portal Authority would have the District’s website up and running.

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- Update on District Director Neely reported that she has been taking pictures for the logo: creation of a logo and is working with interested residents.
- Update on This was discussed during the discussion of the 2021 budget.
Development/
Building Delays:
- Dog Leash Signs: Director Neely suggested that the District prepare and post signs advising residents that dogs must be leashed per Douglas County ordinances. Mr. Harris stated that he believes 4-5 signs would be effective. After review and discussion and upon motion of Director Sullivan and second of Director Nelson, the Board unanimously approved authorizing Mr. Harris to procure the signs.
- Executive Session: None.
- Adjournment: There being no further business to come before the Board, the meeting was adjourned upon motion by Director Privrastky, second by Director Neely and unanimous vote at 3:41 p.m.


Secretary