

# RECORD OF PROCEEDINGS

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## MINUTES OF THE SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

HUNTING HILL METROPOLITAN DISTRICT

Held: Wednesday, June 16, 2021 at 1:00 p.m. at Douglas County Libraries, Highlands Ranch Branch, 9292 Ridgeline Blvd., 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, President  
Al Sullivan, Treasurer  
David Hoffman, Secretary  
Chris Nelson, Assistant Secretary

Also present were: Jennifer L. Ivey, Icenogle Seaver Pogue, P.C.; Lindsay Ross, CliftonLarsonAllen LLP; Ron Harris, Advance HOA Management, Inc.; and the following District residents: Jayne Veeder, Dorothy Sullivan, Pat Havener, Doug Robertson, Hans Raaflaub, Tom Cadwell, Tom McConathy, Kathy McConathy, Sally Culbertson and Judy Kraft.

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.

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.

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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 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 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.

Ms. Ivey advised that one vacancy exists on the Board due to the resignation of Director Privratsky. Director Neely reviewed the application and credentials of Ms. Veeder. Ms. Ivey reported that Ms. Veeder was verified to be an eligible elector of the District and therefore qualified to be appointed to the vacancy. After review and discussion and upon motion of Director Neely and second of Director Nelson, the Board unanimously voted to appoint Ms. Veeder to the vacancy on the Board of Directors and authorized Director Neely to administer the Oath of Office after 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 amended to include the following items: 7.C. tree irrigation, 9.D. discuss Century facilities fees, 9.E. ARPA survey request, 9.F. discuss SB 293, and 9.G. Finance Committee update.

Public Comment for Items Not

Ms. Kraft addressed the Board regarding her concerns with the

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- on Agenda: Richmond gate staying open and the road being used by residents. Mr. Harris responded that he would follow-up with Richmond to ensure the gate is locked when not being used for construction activities.
- Ms. Kraft addressed the Board regarding her concerns about overuse of the visitor parking lots. Director Neely commented that the District has tried to decrease the usage by residents by sending out informational emails.
- Messrs. Cadwell and Raaflaub both addressed the Board regarding a variety of concerns regarding dead trees, weed infiltration, and irrigation conditions in the community. The Board engaged in a detailed discussion regarding the limitations of the District's budget and the use of the landscaping committee and a gardener to assist with these items. Mr. Harris reported that the District's landscape contractor is catching up on irrigation related repairs. It was determined that a meeting of the Landscape Committee and interested residents should be set to further discuss these items.
- Approval of Minutes:  
March 8, 2021 Special Meeting Minutes: After review and discussion and upon motion of Director Neely and second of Director Hoffman, the Board unanimously approved the minutes of the March 8, 2021 special meeting.
- Management Report: Mr. Harris reviewed with the Board his District Management Report, which was included in the meeting packet and the following items were discussed in detail:
- Claim: Mr. Harris and Ms. Ivey reported that they have received no further correspondence related to the notice of claim for a resident slip and fall.
- Landscaping Committee: Mr. Harris reviewed the written report provided from the Landscape Committee along with the information provided in his written report.
- Snow/Ice Removal: Mr. Harris provided an update on snow and ice removal and reviewed the proposal from DACS Asphalt & Concrete for additional items which may further address accumulation of snow and ice. The Board will review the proposal and

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consider as part of upcoming budget discussions. Director Nelson reported that the snow/ice accumulation minimization efforts at Buildings 10 and 11 had been completed and made a significant difference. Director Nelson reported that work at Building 12 is scheduled for this fall.

### Tree Irrigation:

Director Hoffman discussed with the Board a recommendation to extend the District's irrigation lines to the area near the canal, that had trees removed as a result of the Richmond fire, to allow for replacement trees to be planted overtime. Director Hoffman noted that the estimated cost of extending the irrigation lines is \$4,600.00 and that tree planting would be done over time and would be funded by resident contributions. The Board will review the proposal and consider as part of upcoming budget discussions.

### Legal Matters:

Consider Adoption of Resolution Designating an Official Custodian and Custodian for the Colorado Open Records Act:

Ms. Ivey reviewed with the Board a Resolution Designating an Official Custodian for Purposes of the Colorado Open Records Act, Sections 24-72-200.1 *et seq.*, C.R.S. and proposed rules to be adopted by the Official Custodian. After review and discussion, upon the motion of Director Sullivan and second of Director Neely, the Board unanimously approved the Resolution.

Official Custodian Adoption of Rules Related to Requests for Inspection of Public Records Pursuant to Colorado Open Records Act:

The Official Custodian adopted the Rules Related to Requests for Inspection of Public Records Pursuant to the Colorado Open Records Act, Sections 24-72-200.1 *et seq.*, C.R.S.

### Financial Matters:

Payment/Ratification of Claims:

Ms. Ross reviewed with the Board the interim claims represented by checks 1335 - 1352 and two ACH payments, totaling \$74,367.96. After review and discussion and upon motion of Director Hoffman and second of Director Neely, the Board unanimously ratified approval of the claims, as presented.

Consider Acceptance of Financial Statements:

Ms. Ross reviewed with the Board the April 30, 2021 financial statements. After review and discussion and upon motion of

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- Director Sullivan and second of Director Hoffman, the Board unanimously accepted the financial statements as presented.
- Consider Approval of 2020 Audit: Ms. Ross reviewed with the Board the draft 2020 audit and stated that it was expected that the Auditor would issue an unmodified or “clean” opinion. After review and discussion and upon motion of Director Sullivan and second of Director Neely, the Board unanimously approved the 2020 audit and directed filing with the Office of the State Auditor contingent upon the following: receipt of an unmodified opinion, revisions to the notes suggested by legal counsel and correction of a reference typo on page 16.
- Discuss Century Facilities Fees: Director Neely inquired about the receipt of facilities fees from Century Communities and noted that 6 buildings or 28 units are currently under construction. Ms. Ross reported that she has reached out to Century Communities to inquire about the status of payment and will report back to the Board.
- ARPA Survey Request: Director Neely presented to the Board the request for additional information responsive to the Special District Association’s American Recover Plan Act survey. Ms. Ross stated that she would work with Director Neely to answer the survey questions.
- Discuss SB 293: Ms. Ivey discussed with the Board some highlights of bills that were passed as part of the legislative session which will impact special districts. Ms. Ivey reported that her firm is in the process of preparing a memorandum summarizing these bills and that she expects to be able to send that memorandum out in July. Ms. Ivey specifically discussed with the Board the 2020 repeal of the Gallagher Amendment, Initiative 27 which is currently out for petition signatures, and SB 21-293. Ms. Ivey reported that these will bear further assessment and review by her and the District’s accountants but that they may impact the District’s revenue going forward and that the District may want to approach the County regarding an administrative change to its Service Plan to help alleviate these impacts. The Board determined that it would consider this further as part of upcoming budget discussions.
- Finance Committee Update: Mr. Sullivan and Mr. Hoffman presented to the Board the Finance Committee information including the history of the

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Finance Committee and its work, an overview of current funding issues inclusive of slower than anticipated development and limitations on the District's mill levy, the tools the District has to address these issues inclusive of lowering the level of services, raising its mill levy, imposing a fee, and seeking other sources of revenue/loans, and requested recommendations from the Board regarding how to proceed. The Board determined to study these items further along with updated projections and revenue estimates. The Board directed that a study session be held in early to mid-August to continue this discussion.

### Other Business:

#### Update on District website:

Director Nelson reported that the District has been actively working with the Statewide Internet Portal Authority to complete the website and that it is planned to go live on July 7, 2021. The Board delegated the decision to Director Nelson regarding additional content to add to the website, including Board resolutions. It was determined that the Board would need more information about requests from the feedback feature before it was able to determine how those requests would be addressed.

#### Update on Century:

Director Neely provided an update on the construction of the 6 buildings by Century Communities and the plans for additional construction going forward.

### Executive Session:

The Board determined that an Executive Session was not needed.

### 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 3:45 p.m.

  
Secretary