

# RECORD OF PROCEEDINGS

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## MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE

HUNTING HILL METROPOLITAN DISTRICT

Held: Wednesday, March 2, 2022 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

Al Sullivan, Treasurer

David Hoffman, Secretary

Chris Nelson, Assistant Secretary

Jayne Veeder, 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: Bev and Merle Littlefield, Judy Marturano, Pat Havener, W. Kay Johnson, Mimi Carroll, Doug Robertson, Ken Stuckey, Tom and Katherine McConathy, Dick Kraft, Richard Shafron, and Buzz and Jean Campbell.

**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 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

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obtain a quorum or otherwise enable the Board to act.

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.

Director Veeder 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.

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 Hoffman, the Board unanimously approved the agenda as presented.

Public Comment for Items Not  
on Agenda:

None.

Approval of Minutes -  
December 6, 2021 Special  
Meeting Minutes:

Director Nelson reviewed various aspects of the minutes and asked for follow-up reports as follows:

1. Mr. Harris confirmed that the deep root watering was

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completed by Byerly Tree, LLC

2. Director Nelson reminded everyone that the website is now the posting place for meeting notices
3. Ms. Ivey advised that EMMA stands for the Electronic Municipal Market Access
4. Ms. Ivey reported that she would provide a redline of the changes negotiated to the Master Services Agreement with CliftonLarsonAllen LLP

After review and discussion and upon motion of Director Sullivan and second of Director Nelson, the Board unanimously approved the minutes of the December 6, 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:

Landscape Report:

Mr. Harris reviewed the report from Ms. Ditman with requests for landscape work. Discussion ensued about the lack of participation on the Landscape Committee.

Approval of Contract with Signature Gardens, LLC:

Mr. Harris and Ms. Ivey reviewed with the Board the contract with Signature Gardens, LLC. After review and discussion, upon motion by Director Neely, second by Director Veeder, and unanimous vote, the Board of Directors approved the contract with Signature Gardens, LLC.

Approval of Proposal from Byerley Tree, LLC for Tree Services:

Mr. Harris and Ms. Ivey reviewed with the Board the proposal from Byerley Tree, LLC for tree services. Director Neely reported that she and Director Nelson had walked the community to review the trees that are being proposed for trimming. Mr. Harris reported that the trees are not in danger of dying if not trimmed at this time. Director Neely suggested that Ms. Ditman work with Byerley Tree, LLC to prepare a revised proposal for work that is urgent for safety reasons or immediate health of the trees. After review and discussion, upon motion by Director Hoffman, second by Director Sullivan, and unanimous vote, the Board of Directors approved delegating the authority to Ms. Ditman, Mr. Harris and Director Nelson to engage Byerley Tree, LLC for tree services in an amount not to exceed \$1,000.00 and to develop the limited scope of services that will be performed.

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Approval of Assignment of  
Pet Waste Removal  
Contract:

Mr. Harris and Ms. Ivey reviewed with the Board the proposal to assign the existing pet waste removal contract. After review and discussion, upon motion by Director Hoffman, second by Director Neely, and unanimous vote, the Board of Directors approved assignment of the pet waste removal contract to Pet Scoop, Inc.

Approval of Third  
Amendment to Landscape  
Services Contract with  
Absolute Lawn Care, LLC:

Mr. Harris and Ms. Ivey reviewed with the Board the Third Amendment to the Landscape Services Contract with Absolute Lawn Care, LLC. After review and discussion, upon motion by Director Sullivan, second by Director Veeder, and unanimous vote, the Board of Directors approved a Third Amendment to the Landscape Services Contract with Absolute Lawn Care, LLC subject to (i) revisions acceptable to Mr. Harris and Director Hoffman to ensure that the Scope of Work is updated to be reconciled with the actual work being performed and (ii) adding in additional services subject to budgeted amounts and contingency limits. Ms. Ross reported that \$26,750 was budgeted for this contract.

### Legal Matters -

Acceptance of Maintenance  
Easements:

Ms. Ivey presented to and reviewed with the Board the maintenance easements. Following discussion and upon motion by Director Sullivan, second by Director Hoffman and unanimous vote, the Board of Directors accepted the maintenance easements, as presented and approved accepting the final maintenance easement upon receipt of a signed easement.

Status of 2022 Regular  
Special District Election:

Ms. Ivey reported that since there were no more candidates that self-nominated than seats up for election that the May 3, 2022 election is in the process of being canceled and Directors Hoffman and Veeder and Mr. Tallman will be declared elected by acclamation.

### Financial Matters -

Payment/Ratification of  
Claims:

Ms. Ross reviewed with the Board the interim claims of the District from the period December 1, 2021 through February 23, 2022 totaling \$64,282.70. After review and discussion, upon motion by Director Sullivan, second by Director Neely and unanimous vote, the Board of Directors ratified the interim claims as presented.

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- Acceptance of Financial Statements: Ms. Ross reviewed with the Board the December 31, 2021 financial statements. After review and discussion, upon motion by Director Neely, second by Director Sullivan and unanimous vote, the Board of Directors accepted the December 31, 2021 financial statements, as presented.
- Approval of 2021 Audit: Ms. Ross reported that fieldwork started this week on the 2021 Audit and reviewed with the Board the draft 2021 Audit. After review and discussion, upon motion by Director Sullivan, second by Director Neely, and unanimous vote, the Board of Directors approved the 2021 Audit and authorized filing with the Office of the State Auditor subject to any final revisions to the note requested by legal counsel and receipt of an unmodified opinion from the Auditor.
- Other Business -  
Safety Committee; Century Update: Director Veeder provided an update on the formation of a community safety committee, including representatives from the Verona Highline Homeowners Association, Inc. (HOA) Board and from the District Board (Directors Nelson and Veeder). The committee has reviewed the HOA governing documents and the District's service plan and has determined that no amendments are required. The committee has drafted a charter identifying five areas of concern and plans to meet monthly. Mr. Harris noted that the committee is not providing security services but only awareness and information. After review and discussion, upon motion by Director Neely, second by Director Sullivan and unanimous vote, the Board of Directors tabled this item to the next Board meeting and directed Ms. Ivey to review the proposed charter and work with Directors Veeder and Nelson regarding the same.
- Director Neely provided an update to the Board on Century, noting that 58 townhomes are sold, 7 are occupied, 57 building permits were requested in 2021 and paid facilities fees, 15 building permits have been applied for so far in 2022 and will pay facilities fees. By the end of 2022 it is projected that 78 additional townhomes will be occupied (for a total of 85 occupied townhome by year-end). The construction of the apartments is projected for late April 2022.
- Executive Session: Upon motion of Director Sullivan and second of Director

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Neely, 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 instructing negotiators regarding the Colorado Open Meeting Law and/or the District's financial status and/or ability to accept funds, if necessary at 2:44 p.m.

*All remaining members of the public departed the meeting at this time. Members of the Board, Mss. Ivey and Ross and Mr. Harris participated in the Executive Session.*

Upon motion by Director Neely and second by Director Veeder the Board unanimously voted to exit the Executive Session and reconvene the special meeting at 3:25 p.m.

The Board discussed the recent discussions with the Verona Highline Homeowners Association, Inc. (Verona HOA) and Century Communities regarding the potential removal of the clubhouse amenity from Century Communities' development plans, the impacts of the same on the District and its finances, and the HOA's plans to poll members of the community regarding their preference for having a clubhouse amenity. The Board specifically discussed the following:

- The Special District Act permits the District to accept gifts and conveyances made to the special district upon such terms or conditions as the Board may approve.
- The Board has no current plans to increase its mill levy other than as required by its bond covenants.
- The Board has no current plans to increase fees or adopt new fees.
- Based on the current limited financial forecasts that are available, assuming the development plans progress along the current timelines the District has been provided, the District anticipates being able to cover its normal expenses.
- If Century Communities removed the clubhouse from its development plans the District would engage in discussions with Century Communities to ensure that the District was not being requested to take on any excessive additional operations and maintenance

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expenses as a result of potential new development plans.

- The District will request that the HOA allow review of any poll or correspondence to members of the community prior to dissemination to ensure the accuracy of information related to the District, if any.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned upon motion by Director Neely, second by Director Nelson and unanimous vote at 3:39 p.m.

  
Secretary