

# 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 13, 2017 at 1:00 p.m. at Douglas County Libraries, Highlands Ranch Branch, Shea Conference Room A, 9292 Ridgeline Boulevard, 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:

Jo Ann Feder  
David Hoffman  
Al Sullivan

The following directors were absent (*absences excused*):

Alec Garbini  
Keith Warner

Also present were: Jennifer L. Ivey, Icenogle Seaver Pogue, P.C.; Kevin Collins, CliftonLarsonAllen, LLP; Ron Harris, Advance HOA Management, Inc.; Greg Fulton and Katie Walker, Verona Building Co., LLC; Dan Sheldon and Jason Pock, affiliated with the Richmond Homes project and the following District residents: W. Kay Johnson, Dorothy Sullivan, Joan Goins, Corrine Hendricks, Rose Ann Hazzard, Larry Hazzard, Thomas Hendricks, Pat Havener, Karen Trott, Judy Marturano, Kathy Neely, David Outteridge, Nancy Ditman, Marie Barré, Kevin Barré, Mike Wright, Rozalind Hodgins, Mimi Carrole, Pat Carrole, Ray Sutkowski, Mary Sutkowski, Judy Kraft, Dick Kraft, Ken Stuckey, Lisa Grabowski, Marjorie Beery and Chris Beery

Call to Order/ Declaration of Quorum:

Director Feder, 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.

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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 Feder reported that she had disclosed the following 1) she is an owner of property in 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 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.

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.

Director Sullivan made comments regarding his intentions as a Board member and service to the other tax payers of the District.

### 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 Item 7 being moved to the last agenda item before adjournment and switching Item 9(c) and 9(d).

### Public Comment for Items Not on Agenda:

None.

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- Approval of Minutes: After review and discussion and upon motion of Director Hoffman and second of Director Feder, the Board unanimously approved the minutes of the December 12, 2016 regular meeting of the Board with corrections of two typographical errors.
- Management Report: Mr. Harris reviewed with the Board his District Management Report including the proposals requested and received for the 2017 landscape services. After review and discussion and upon motion of Director Sullivan and second of Director Feder, the Board unanimously approved awarding the contract to JPL, Inc. subject to review and satisfaction of the District's legal counsel.
- Financial Matters:
- Payment/Ratification of Claims: Mr. Collins reported that he has no information beyond what was reported in Mr. Harris' management report.
- Consider Approval of Financial Statements/2016 Audit Exemption: Mr. Collins reported that he has no information beyond what is contained in the 2016 Audit Exemption. Mr. Collins reviewed the 2016 Audit Exemption and explained that the filing deadline is March 31, 2017 and that Mr. Fulton has reported to him that the bondholders would waive the full audit requirement so the District could avoid that expense. After review and discussion and upon motion of Director Sullivan and second of Director Feder, the Board unanimously accepted the 2016 Audit Exemption and authorized Mr. Collins to file it on behalf of the District.
- Requests for Developer Advances: Mr. Collins reported that he has no information beyond what was reported in Mr. Harris' management report. Director Sullivan commented on the interest rate on developer advances and noted that the District would need to begin planning to cover its own operations and maintenance expenses. After further discussion, the Board directed Messrs. Collins and Harris and Ms. Ivey to provide the Board with some options for covering operations and maintenance expenses.
- Discuss Bank Accounts: Mr. Collins discussed with the Board the administrative convenience and efficiency of opening new checking, savings and CSAF accounts at 1<sup>st</sup> Bank. After review and discussion and upon motion of Director Feder and second of Director

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Sullivan, the Board unanimously approved opening the new accounts and directed Messrs. Collins and Harris to close the old accounts after the funds has been transferred to the new accounts.

### Other Business:

#### Lot 1 Request by Richmond Homes to Douglas County:

Director Feder inquired regarding the Lot 1 rezoning and development request by Richmond Homes to Douglas County and what obligations related thereto and impacts therefrom might be bore by the District. Ms. Ivey noted that the District's service plan does not provide for any funding to the Lot 1 property by the District without approval from Douglas County. Messrs. Pock and Sheldon addressed the group and explained that (1) Richmond Homes intended to provide all necessary infrastructure for the development of Lot 1 and will not be looking to the District to provide any infrastructure and (2) Richmond Homes intended to form an HOA that will take care of ongoing operations and maintenance expenses for the Lot 1 development. Director Hoffman suggested that the sales contract for residences in the Lot 1 development should include details about what services are being provided by what entity and specifically that an HOA is responsible for the ongoing operations and maintenance. Mr. Pock committed to have a letter to the District prepared confirming all of the foregoing.

#### Consider Engagement of Auditor:

After review and discussion and upon motion of Director Sullivan and second of Director Feder, the Board unanimously approved engagement of Dazzio and Associates, LLC to perform the 2016 audit in the event the bondholder consent to waiver of that requirement is not timely secured.

#### 2016 Capital Expenditures:

Upon motion of Director Feder and second of Director Hoffman, the Board unanimously agreed to table this matter to the next regular meeting of the Board.

#### Traffic Signal:

Mr. Hoffman discussed the requirement that the District fund a traffic signal at Primo and County Line Road and noted that the development of Lot 1 by Richmond Homes might trigger the County to require this traffic signal. Ms. Ivey briefly discussed the service plan requirements related thereto.

#### Cityscapes Maintenance:

This item was discussed under Lot 1 Request by Richmond

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Homes to Douglas County.

**Legal Matters:**

Consider Facilities/Capital  
Recovery Fees:

Ms. Ivey reviewed with the Board the current Facilities Fee and Capital Recovery Fee, both of which are assessed only on residential property. After discussion, the Board directed that Ms. Ivey and Messrs. Collins and Harris work together to bring options to the Board for facilities/capital recovery fees for non-residential property. It was noted that there may be a deed restriction on all or part of the property that would prohibit commercial development.

2017 Annual Administrative  
Resolution:

After review and discussion, and upon motion of Director Feder and second of Director Sullivan and unanimous vote, the Board adopted the 2017 annual resolution, part of which was the election of officers:

President/Chairman: Jo Ann Feder  
Treasurer: Al Sullivan  
Secretary: David Hoffman  
Assistant Secretary: Alec Garbini  
Assistant Secretary: Keith Warner

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

2007/2013 Bonds:

Upon motion of Director Hoffman and second of Director Feder the Board convened into Executive Session pursuant to Section 24-6-402(4)(b), C.R.S. for the purpose of conferencing with an attorney to receive legal advice on specific legal questions in connection with the Hunting Hill Metropolitan District General Obligation Limited Tax Bonds, Series 2007 and/or Hunting Hill Metropolitan District Capital Recovery Fee Revenue Bonds, Series 2013 at 2:26 p.m.

Upon motion of Director Feder and second of Director Sullivan the Board exited the Executive Session at 3:26 p.m.

**Adjournment:**

There being no further business to come before the Board, the meeting was adjourned upon motion by Director Hoffman, second by Director Feder and unanimous vote at 3:28 p.m.

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Secretary