

MINUTES OF THE REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF

HANCE RANCH METROPOLITAN DISTRICT

Held: Wednesday, April 5, 2023, at 9:30 a.m. via  
Teleconference

**Attendance**

The regular meeting of the Board of Directors of the Hance Ranch Metropolitan District, was called and held as shown above and in accordance with the applicable statutes of the State of Colorado. The following directors, having confirmed their qualification to serve on the Board, were in attendance:

Matthew Gayda Cavanaugh  
Guillaume Pouchot  
Charles R. Hauptman  
Jill Gundlach

Also present: Kristin B. Tompkins, Esq., White Bear Ankele Tanaka & Waldron, District General Counsel; Alex Fink, CliftonLarsonAllen LLP, District Accountant; and Scott Bristol, Stillwater Community Management, District Manager.

**Call to Order**

It was noted that a quorum of the Board was present and the meeting was called to order.

**Conflict of Interest  
Disclosures**

Ms. Tompkins advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Tompkins reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Board at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Board. Ms. Tompkins inquired into whether members of the Board had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Board to act.

**Agenda**

Ms. Tompkins presented the agenda to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agenda, as presented.

**Consider Appointment of Officers**

The Board engaged in discussion regarding the appointment of officers. Following discussion, upon a motion duly made and seconded, the Board unanimously approved Director Pouchot as Assistant Secretary and Director Gundlach as Secretary.

**Public Comment**

None.

**Consent Agenda**

Ms. Tompkins reviewed the items on the consent agenda with the Board. Ms. Tompkins advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any director. No items were requested to be removed from the consent agenda. Upon a motion duly made and seconded, the following items on the consent agenda were unanimously approved, ratified and/or adopted:

- Minutes from October 19, 2022 Regular Meeting; and
- Special Districts Preparation Scope of Work and Payroll Services Scope of Work with CliftonLarsonAllen LLP for District Accounting Services

**Management Matters**

Update Regarding Tract Turnover

Mr. Bristol provided an update to the Board. Mr. Bristol noted that landscaping on the North side of the property will be ready for turnover at the next meeting. Director Hauptman intends to walk the site with Mr. Bristol and Environmental Landworks.

Discuss Stormwater Facility Maintenance

Mr. Bristol indicated the cleaning, testing, and flushing of the underdrain is set to occur this summer. Director Cavanaugh will distribute the executed agreement.

Other Management Matters

Mr. Bristol noted that he will begin placing notices on vehicles that are parked in the driving aisles as it is a violation of covenants. Mr. Bristol does not intend to tow any vehicles.

**Legal Matters**

Discussion Regarding Collection Services and Consider Approval of Proposals

Ms. Tompkins presented the proposals to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously approved Altitude Law for collection services.

**Financial Matters**

Consider Acceptance of Unaudited Financial

Mr. Fink presented the Unaudited Financial Statements dated December 31, 2022 and the Schedule of Cash Position dated

Statements and Cash  
Position Schedule

December 31, 2022, updated as of March 23, 2023. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the Unaudited Financial Statements and Schedule of Cash Position.

Consider Approval of  
Claims Payable

Mr. Fink presented the Claims Payable in the amount of \$78,355.83 from October 1, 2022 through March 24, 2023. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the claims.

Conduct Public Hearing on  
2022 and 2023 Budget  
Amendments and Consider  
Adoption of Resolution  
Amending 2022 and 2023  
Budgets

The public hearing on the 2022 and 2023 Budget Amendments was opened. Ms. Tompkins noted that the notice of public hearing was provided in accordance with Colorado Law. No written objections have been received prior to the meeting. There being no public comment, the hearing was closed.

Mr. Fink reviewed the Resolution Amending the 2022 and 2023 Budgets with the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution amending the Debt Service Fund and Capital Project Fund.

### **Other Business**


Update Regarding May 2023  
Election

Ms. Tompkins informed the Board that two new directors will be elected in May 2023 and Director Pouchot will no longer be on the Board.

### **Adjourn**

There being no further business to come before the Board and following discussion and upon motion duly made, seconded and unanimously carried, the Board determined to adjourn the meeting.

The foregoing constitutes a true and correct copy of the minutes of the above-referenced meeting.

  
Charles Hauptman (Jun 29, 2023 19:26 MDT)

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Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 29th day of June, 2023.