

MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF

HANCE RANCH METROPOLITAN DISTRICT

Held: Thursday, June 29, 2023, at 2:00 p.m. via  
Teleconference

**Attendance**

The special 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:

John "Charlie" Hood  
Charles R. Hauptman  
Jill Gundlach  
Nick Bergman

Director Cavanaugh was absent. All absences are deemed excused unless otherwise noted in these minutes.

Also present: Megan J. Murphy, 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. Murphy advised the Board that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Ms. Murphy 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. Murphy 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. Murphy 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 Election of Officers**

The Board engaged in general discussion regarding the Election of Officers. Following discussion, upon a motion duly made and seconded, the Board elected Director Cavanaugh as President, Director Hauptman as Treasurer/Assistant Secretary, Director Gundlach as Secretary, Director Bergman as Assistant Secretary and Director Hood as Assistant Secretary.

**Public Comment**

None.

**Consent Agenda**

Ms. Murphy reviewed the items on the consent agenda with the Board. Ms. Murphy 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 April 5, 2023 Regular Meeting; and
- Engagement Letter with Watson Coon Ryan to prepare 2022 Audit

**Management Matters**

Consider Adoption of Resolution Regarding Acquisition of Public Improvements from Hance Ranch Station, LLC pursuant to the Public Improvement Acquisition and Reimbursement agreement dated December 11, 2019

Ms. Murphy presented the Resolution Regarding Acquisition of Public Improvements from Hance Ranch Station, LLC pursuant to the Public Improvement Acquisition and Reimbursement agreement dated December 11, 2019 to the Board. Ms. Murphy noted the developer is not receiving reimbursement for these improvements and the improvements are being accepted subject to correction of the noted punch list items. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution and accepted the public improvements subject to the punch list items.

Discuss Stormwater Facility Maintenance

Mr. Bristol presented an updated to the Board and noted that the community has an underdrain system that runs into two detention ponds. Maintenance is required on the underdrain system and the detention pond system. An inspection of the underdrain and detention pond was completed on May 11, 2023. An inspection will occur every three years with a camera to ensure the systems

are working properly. The ponds will be cleared of debris and the pipe that connects to the ponds was cleared on June 6, 2023. Due to additional rain, additional cleaning will be done by the maintenance company.

Other Management Matters Mr. Bristol reviewed a landscape maintenance map with the Board noting outstanding projects that are being worked on.

**Legal Matters** None.

**Financial Matters**

Consider Acceptance of Unaudited Financial Statements and Cash Position Schedule Mr. Fink presented the Unaudited Financial Statements dated March 31, 2023 and the Schedule of Cash Position dated March 31, 2023, updated as of June 16, 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 \$18,435.37 from March 25, 2023 through April 16, 2023. Following discussion, upon a motion duly made and seconded, the Board unanimously ratified the claims.

Consider Acceptance of 2022 Audit Mr. Fink presented the 2022 audit to the Board. Following discussion, upon a motion duly made and seconded, the Board unanimously accepted the audit subject to legal review and comment and receipt of a clean opinion from the auditor.

Other Financial Matters Mr. Fink inquired if any Board Members besides Director Cavanaugh would like to be auditors in the bill.com system. Directors Bergman, Hood, and Gundlach requested to be added as auditors.

**Other Business**

## 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.

*Jill Gundlach*

Jill Gundlach (Nov 29, 2023 09:48 MST)

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Secretary for the Meeting

The foregoing minutes were approved by the Board of Directors on the 25th day of October, 2023.