

MINUTES OF THE ORGANIZATIONAL MEETING OF
THE BOARDS OF DIRECTORS OF

HANCE RANCH METROPOLITAN DISTRICT

Held: Wednesday, December 11, 2019, at 3:00 p.m. at:
5740 Olde Wadsworth Blvd, Arvada, CO

Attendance

The joint organizational meeting of the Boards 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 Boards, were in attendance:

C. Regan Hauptman
Matt Cavanaugh
Guillaume Pouchot

Also present: Kristin B. Tompkins, Esq., White Bear Ankele Tanaka & Waldron, Attorneys at Law, District General Counsel.

Call to Order

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

**Conflict of Interest
Disclosures**

Ms. Tompkins advised the Boards 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 with potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. Ms. Tompkins noted that a quorum was present and inquired into whether members of the Boards 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 Boards determined that the participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

Agenda

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

Consent Agenda

Following a summary by Ms. Tompkins, the items on the consent agenda were approved by one motion duly made, seconded, and vote unanimously carried.

Election of Officers

The Boards engaged in a discussion regarding the election of officers. Following discussion, upon a motion duly made and seconded, the Boards unanimously elected Director Matt Cavanaugh as President, Director C. Regan Hauptman as Treasurer/Assistant Secretary, and Director Guillaume Pouchot as Secretary.

Public Comment

None.

Legal Matters

Consider Adoption of Public Records Request Policy

Ms. Tompkins presented the Board with the Adoption of Public Records Request Policy. Following discussion, upon a motion duly made and seconded, the Board of District unanimously adopted the resolution.

Consider Adoption of Resolution Adopting the Colorado Special District Records Retention Schedule

Ms. Tompkins presented the Board with the Adoption of Resolution Adopting the Colorado Special District Records Retention Schedule Following discussion, upon a motion duly made and seconded, the Board of District unanimously adopted the resolution.

Acknowledge Recording of Special District Public Disclosure Document as required by § 32-1-104.8, C.R.S.

Ms. Tompkins presented the Board with the Acknowledge Recording of Special District Public Disclosure Document as required by § 32-1-104.8, C.R.S. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the disclosure.

Consider Approval of Intergovernmental Agreement with the City of Wheat Ridge Regarding the Service Plan

Ms. Tompkins presented the Board with the Intergovernmental Agreement with the City of Wheat Ridge Regarding the Service Plan. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement.

Consider Approval of Cooperation Agreement with Wheat Ridge Urban Renewal Authority

Ms. Tompkins presented the Board with the Cooperation Agreement with Wheat Ridge Urban Renewal Authority. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement.

Consider Approval of Resolution Concerning Authorization for Approval of Contracts and Payment of Claims

Ms. Tompkins presented the Board with the Resolution Concerning Authorization for Approval of Contracts and Payment of Claims for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution.

Discuss and Consider Adoption of 2019 and 2020

Ms. Tompkins presented the Board with the 2019 and 2020 Annual Administrative Resolution. Following discussion and

Annual Administrative Resolution

upon motion duly made, seconded and unanimously carried, the Board approved the 2019 and 2020 Annual Administrative Resolution.

Discuss and Consider Adoption of Resolution Providing for the Defense and Indemnification of Directors and Employees of the District

Ms. Tompkins presented the Board with the Resolution Providing for Defense and Indemnification of Directors and Employees of the District. Following discussion and upon motion duly made, seconded and unanimously carried, the Board approved the Resolution Providing for Defense and Indemnification of Directors and Employees of the District.

Consider Adoption of Resolution Calling the May 5, 2020 Election

Ms. Tompkins presented the Board with the Resolution calling the May 5, 2020 election for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution.

Insurance & Liability

Discuss Director Liability Issues and Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements

The Board engaged in a general discussion regarding Director Liability Issues and the Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements.

Discuss Insurance Requirements (public official's liability, general liability, workers' compensation, comprehensive crime) and Consider Adoption of Resolution Approving an IGA with the Colorado Special Districts Property and Liability Pool and Authorize Membership in the Special District Association

The Board engaged in a general discussion regarding Insurance Requirements (public official's liability, general liability, workers' compensation, comprehensive crime) and Consider Adoption of Resolution Approving an IGA with the Colorado Special Districts Property and Liability Pool and Authorize Membership in the Special District Association. Following discussion, upon a motion duly made and seconded, the Board unanimously adopted the resolution approving an IGA with the Colorado Special Districts Property and Liability Pool and Authorize Membership in the Special District Association.

Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services

Ms. Tompkins discussed insurance requirements with the Board and presented the Board with the agreement with T. Charles Wilson Insurance Services. Following discussion, upon motion duly made, the Board unanimously approved approving the Agreement with T. Charles Wilson.

Discuss Worker's Compensation Coverage

The Board engaged in a general discussion regarding Worker's Compensation Coverage and Authorizing Filing of the Exclusion of

and Consider Authorizing Filing of Exclusion of Uncompensated Public Officials form for 2020 Policy Period

Uncompensated Public Officials form for the 2020 Policy Period. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the authorization of Filing of Exclusion of the Uncompensated Public Officials form for 2020 Policy Period.

Consider Approval of Property and Liability Insurance Limits and Deductibles

Ms. Tompkins presented the Board with the Approval of Property and Liability Insurance Limits and Deductibles. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the Property and Liability Insurance Limits and Deductibles.

Engagement of Consultants

Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services

Following discussion, upon motion duly made, the Board unanimously approved the engagement of White Bear Ankele Tanaka & Waldron for legal services.

Consider Approval of Engagement Letter with CliftonLarsonAllen, LLP for Accounting Services

Following discussion, upon motion duly made, the Board unanimously approved the engagement of CliftonLarsonAllen, LLP for accounting services.

Consider Approval of Engagement Letter with Ranger Engineering for District Engineering and Cost Certification Services

Following discussion, upon motion duly made, the Board unanimously approved the engagement of CliftonLarsonAllen, LLP for accounting services.

Developer Agreements

Consider Approval of Funding and Reimbursement Agreement with Remington Homes Co.

Ms. Tompkins presented the Board with the Funding and Reimbursement Agreement with Remington Homes Co. for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement.

Consider Approval of Public Improvements Acquisition and Reimbursement Agreement with Remington Homes Co.

Ms. Tompkins presented the Board with the Public Improvements Acquisition and Reimbursement Agreement with Remington Homes Co. for consideration. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the agreement.

Financial Matters

Consider Approval of Execution of (1) Form SS-4 Application for Federal Employer Identification Number; (2) Application for Colorado Sales Tax Exemption Number; and (3) Application for Assignment of PDPA Numbers

The Board reviewed the applications for FEIN numbers, Sales Tax Exemption numbers, and PDPA numbers. Following discussion, upon a motion duly made and seconded, the Board unanimously approved the applications and instructed legal counsel to file as necessary.

Discuss and Consider Establishment of Bank Accounts and Authorize Signers on the Accounts (with all checks requiring two signatures)

The Boards engaged in a discussion regarding establishment of bank accounts and authorizing signers. Following discussion, the Boards unanimously approved First Bank and authorized all directors.

Conduct Public Hearing on 2019 Budget

Ms. Tompkins opened the public hearing on the 2019 budget. Ms. Tompkins noted that notice for the public hearings was made in accordance with the applicable Colorado statutes. No written objections were received prior to the public hearings. After no public comment was made, the public hearings were closed.

Consider Approval of Resolution Adopting the 2019 Budget

Ms. Tompkins presented the proposed 2019 budget to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Boards unanimously adopted the budget as presented and directed legal counsel to file the 2019 budget appropriately.

Conduct Public Hearing on 2020 Budget

Ms. Tompkins opened the public hearing on the 2020 budget. Ms. Tompkins noted that notice for the public hearings was made in accordance with the applicable Colorado statutes. No written objections were received prior to the public hearings. After no public comment was made, the public hearings were closed.

Consider Approval of Resolution Adopting the 2020 Budget

Ms. Tompkins presented the proposed 2020 budget to the Board for consideration. Following discussion, upon a motion duly made and seconded, the Boards unanimously adopted the budget as presented and directed legal counsel to file the 2020 budget appropriately.

Other Business

Next Meeting

The next meeting is scheduled for Wednesday, July 15, 2020 at 10:00 AM at 5740 Olde Wadsworth Boulevard, Arvada, Colorado.

Guillaume Pouchot
Guillaume Pouchot (Sep 18, 2020 12:17 MDT)

Secretary for the Meeting

2020-08-26 Hance Ranch Revised Meeting Signature Packet

Interim Agreement Report









2020-09-28

Created:	2020-09-18
By:	Maudie Johns (mjohns@wbapc.com)
Status:	Out for Signature
Transaction ID:	CBJCHBCAABAAXmeCs_CtaCGAJzQrKrtErlj_6RhIRbBQ

Agreement History

Agreement history is the list of the events that have impacted the status of the agreement prior to the final signature. A final audit report will be generated when the agreement is complete.

"2020-08-26 Hance Ranch Revised Meeting Signature Packet" History

-  Document created by Maudie Johns (mjohns@wbapc.com)
2020-09-18 - 5:29:26 PM GMT- IP address: 50.209.233.181
-  Document emailed to Matt Cavanaugh (mattc@remingtonhomes.net) for signature
2020-09-18 - 5:35:32 PM GMT
-  Email viewed by Matt Cavanaugh (mattc@remingtonhomes.net)
2020-09-18 - 5:58:21 PM GMT- IP address: 172.58.59.164
-  Document e-signed by Matt Cavanaugh (mattc@remingtonhomes.net)
Signature Date: 2020-09-18 - 5:59:57 PM GMT - Time Source: server- IP address: 172.58.59.164
-  Document emailed to Guillaume Pouchot (gp@remingtonhomes.net) for signature
2020-09-18 - 5:59:59 PM GMT
-  Email viewed by Guillaume Pouchot (gp@remingtonhomes.net)
2020-09-18 - 6:11:54 PM GMT- IP address: 65.157.76.50
-  Document e-signed by Guillaume Pouchot (gp@remingtonhomes.net)
Signature Date: 2020-09-18 - 6:17:36 PM GMT - Time Source: server- IP address: 65.157.76.50
-  Document emailed to reganh@remingtonhomes.net for signature
2020-09-18 - 6:17:38 PM GMT