

VENTANA METROPOLITAN DISTRICT
Regular Board Meeting
11007 Hidden Prairie Pkwy.
Fountain, CO 80817
Wednesday February 14, 2018 – 10:00 a.m.

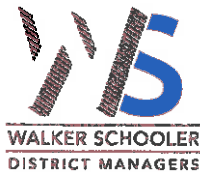
Brian Bahr, President - Term to May 2018
Bruce Peele, Secretary/ Treasurer - Term May 2018
Richard Vorwaller - Term to May 2018
Patrick Jarrett - Term to May 2018

AGENDA

1. Call to order
2. Declaration of Quorum/Director Qualifications/ Disclosure Matters
3. Approval of Agenda
4. Consent Agenda Items (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)
 - a. Approval of Board Meeting Minutes from the November 8, 2017 Meeting (attached)
 - b. Approval of Payables for the Period ending February 13, 2018 (attached)
 - c. Acceptance of Unaudited Financial Statements as of January 31, 2018, the schedule of cash position updated as of January 31, 2018 and bank statements (attached)
5. Market Update/Construction/Operations
6. District Management Matters
 - a. Manager's Report
 - b. Recreation Center operation update
 - c. Landscape maintenance turnover
 - d. CCR's operations
 - Update on current issues and requests for approvals
 - e. Adjust time of meeting to accommodate neighborhood interest
7. Legal Matters
 - a. Ratify previously approved Resolutions needed for bond issue
8. Financial Matters
 - a. Collections process

- b. LOC for Black Hills Energy
 - c. Bond issue update
- 9. Public Comment and Public Sign-In Attendance Sheet
(Limited to 3 minutes and only for items not on the agenda)
- 10. Other Business:
Next Regular Meeting Date – Scheduled for 10:00 AM, March 14, 2018
- 11. Adjourn

DRAFT



VENTANA METROPOLITAN DISTRICT

**Regular Board Meeting
11007 Hidden Prairie Pkwy.
Fountain, CO 80817**

Wednesday November 8, 2017 – 10:00 a.m.

**Brian Bahr, President - Term to May 2018
Bruce Peele, Secretary/ Treasurer – Term May 2018
Richard Vorwaller - Term to May 2018
Patrick Jarrett- Term to May 2018**

MINUTES

1. Call to order – President Bahr called the meeting to order at 10:01 AM
2. Declaration of Quorum/Director Qualifications/ Disclosure Matters - A quorum was present. All disclosures were properly filed with the Department of Local Affairs, State of Colorado. President Bahr did note the vacancy on the Board to be appointed.
3. Approval of Agenda - Director Vorwaller made a motion to approve the agenda; motion seconded by Director Jarrett. Motion passed unanimously.
4. Consent Agenda Items (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda)
 - a. Acknowledge Manager's Report
 - b. Approval of Board Meeting Minutes from the July 12, 2017 Meeting (enclosure)

Director Vorwaller moved to approve the Consent Agenda Items; Director Jarrett seconded to motion. Motion passed unanimously.

5. Market Update/Construction/Operations – Director Jarrett stated there are two homes left in Filing 1 to sell that are being reserved for future model homes. Filing 2 has their first closing in 2 weeks and there is expected 12 more houses being sold by the end of the year. Filing 2 is selling very well and is expected to double closing by this time next year.
6. District Management Matters
 - a. Recreation Center opening and operations - President Bahr asked Mr. Walker to report. Mr. Walker described that it was their decision to not have the Center open 24 hours right away until after a 30-day evaluation and after review, the

Center was cleared for 24-hour access. There was limited complaint in that review period. Mr. Walker and Ms. Hardekopf described an incident shortly after opening; police responded to a call for suspicious vehicles and noticed activity in the Rec Center. This was observed by Ms. Hardekopf who identified the fobs used for access. Mr. Walker informed the registered fob owners that their access was suspended until completion of an investigation by the Manager which was completed and access restored within 8 hours. Rules and Regulations are posted throughout the Recreation Center. A cleaning crew is scheduled for once a week. The City of Fountain had not yet issued a final certificate of occupancy.

Director Peele is waiting for a response for a separated patrician there is no fire rating that has been approved. Mr. Walker reported that insurance coverage was updated to include the inside and outside of the Recreation Center and will update to cover the pool once the pool construction is completed. There is a security concern that there is no camera to monitor the back of the building, the doors in the back can be propped open without our knowledge. Currently we have a proposal for security monitoring but discussed to wait to hire until closer to pool opening. Discussion began that determined the back door is not a fire exit and can be locked to help monitor activity as well ideas for a sensor to be put into place that will alarm when the door is open for a period of time. Kevin Walker discussed the ideas of also installing a sensor on the windows since they can be open all the way without the knowledge of management, the thermostat being set up to control through WiFi, as well the installation for motion sensor lights.

Amanda Ingram (public) brought up the discussion of the sanitation station for the gym so the residents won't have to bring in their own supply. Kevin Walker responded that it is delivered and just needs to be installed.

Landscape maintenance process and bidding – Kevin Walker discussed that landscape maintenance and construction turnover is going well that next year Walker Schooler District Managers will be taking over for the Park and Trails to maintain.

CCR's operation proposal – Kevin Walker discussed the idea to operate the CCR's with a non-corporate structure. Legal Counsel, Pete Susemihl, remarked that it will reduce items on the Board's agenda. President Bahr spoke on the issue and how judgments, fines and liens on properties would be handled by the LLC created. Kevin Walker discussed the LLC being made up of appointees by the Board of Directors for the Ventana Metropolitan District. Legal Counsel, Pete Susemihl, advised for an agreement to be made giving the power to appoint successors of fill vacancies. It was agreed to set up such a system and move toward implementing it.

7. Budget Hearing

- a. Review of Proposed 2017 amended and 2018 Budget Legal Counsel – Mr. Susemihl, started off the discussion stating the public hearing of the budget was published. Walker discussed several points – that assessed valuations do not reflect houses sold this year. President Bahr asked about the recreation Center

being included on the assessed valuations. Kevin Walker responded that deed will need to be looked at, continued through the preliminary budget pointing out the Service Plan can raise the Recreation Center Dues but are currently \$45 a month for both trash and Recreation Center access. President Bahr asked about the funding of income from residents paying the dues giving proper funding towards future operations. Mr. Walker responded that it should but that is a hard to make projections without any history of operations. Discussion continued the preliminary budget items and their descriptions. Kevin Walker brought up the issue on getting the water services switched over to the Metropolitan District responsibility and there being a \$13,500 security deposit that there is no way out of besides the use of a Surety Bond or a letter of credit from the bank. President Bahr asked the management to proceed with getting a letter of credit from Kirkpatrick Bank.

President Bahr opened the public meeting for comment on the budget. Ms. Ingram brought up the issue of a vacant parcel not being maintained and whether this could be turned over to the adjacent homeowners. President Bahr discussed the possibility of getting a permanent easement to give ownership to the home owners. Kevin Walker continued letting the Board know there are no utilities on that parcel that will be needing access to. President Bahr asked for Walker Schooler District Managers to begin the paper work to finalize for City of Fountain approval to change the vacant parcel to be included in the neighboring properties.

President Bahr closed the public hearing on the budget. Mr. Susemihl, brought up discussion on the Boards choice between approving the preliminary budget now and finalized budget at a December meeting or they can approve the prepared resolution that approves the future budget, once updated with actual numbers. Director Vorwaller motioned to approve the Resolution, Director Peele seconded, motion passed unanimously.

8. Legal Matters
 - a. Gallagher adjustments

Mr. Susemihl outlined the adjustments to the

9. Financial Matters
 - a. Approval of Payables for the Period ending November 6, 2017 President Bahr asked for any questions for the payables, there were no questions. Director Vorwaller motion to approve payables, Director Peele seconded, motion passed unanimously.
 - b. President Bahr would like the financial statement to be separated out by Operations and Maintenance, Capital, and Debt. No motion made to approve, the financial statements will be brought to next board meeting.

10. Public Comment and Public Sign-In Attendance Sheet
(Limited to 3 minutes and only for items not on the agenda)

President Bahr opened the discussion for public comment.

Ms. Ingram brought up the concern of getting an employee at the Recreation Center and the question on when that will occur. President Bahr discusses the idea of having a part-time employee to help maintain the building and how it would be beneficial to get a resident to apply that way the employee is in the neighborhood.

Ms. Ingram asked when the Recreation Center will be open for non-Ventana residents. Kevin Walker answered that they can join at any time.

Ms. Ingram asked if there will be a life guard on duty once the pool opens. President Bahr responds that there is not expected to be enough activity at the pool to hire a life guard, it will be a swim at your own risk. Amanda Ingram (public comment) suggest that that Metropolitan District can look into the opportunity of doing a training at the Recreation Center that the neighbors can join and learn about safety in the pool area. President Bahr responds that training could be a possibility down the road. President Bahr spoke about the concerns around the pool completion and the delay being around the concerns of operating cost being too high for the small amount of homes that were built at the time.

Ms. Ingram brought up a concern on poor communication from buying a home, the marketing brochure, the marketing development map, and the approved development plans and maps. The concern included a parking lot off of Benecia Dr. no longer being developed, a pool table in the Recreation Center, Kids Zone, and a dog wash in the Recreation Center. President Bahr responds that the original plans did include the pool table but due to safety codes the plans had to change, he will look into the dog wash, the map showing a parking area off Benecia Dr. was an old marketing map and since then has been updated and approved without the parking area, that the District could look into changing the office area into a Kid Zone.

Amanda Ingram (public comment) can the Metropolitan District look into building an awning for the kids to stand under while waiting got the school bus? President Bahr asked for Mr. Walker recommendation on this issue who responded that the kids can wait for the school bus at the Recreation Center but the school district transportation would have to be contacted to change the pickup area, getting them to drive into the neighborhood.

President Bahr closed public comment on the budget.

10. Other Business:

Next Regular Meeting Date – January 10, 2017 at 10:00 am located at the Recreation Center. Motion to cancel the December board meeting, Director Vorwaller seconded, motion passed unanimously.

11. Adjourn

Meeting Adjourned at 11:10 AM

Respectfully submitted,

By: _____

Secretary for the Meeting

THESE MINUTES ARE APPROVED AS THE OFFICIAL NOVEMBER 8, 2017
MINUTES OF THE VENTANA METROPOLITAN DISTRICT BY THE BOARD OF
DIRECTORS SIGNING BELOW:

Brian Bahr, President

Bruce Peele, Secretary/ Treasurer

Rich Vorwaller, Director

Patrick Jarrett, Director

Ventana Metropolitan District
Profit & Loss
January 2018

	Jan 18
Ordinary Income/Expense	
Income	
1-1000 · Late Fee	5.00
1-1100 · Recreation Center Dues	3,091.05
1-1200 · Trash Service	3,439.29
1-1600 · Park Fee Advance	7,500.00
3-1300 · Park Permit Fee	4,560.00
Total Income	<u>18,595.34</u>
Gross Profit	18,595.34
Expense	
1-2000 · Recreation Center	
1-2300 · Utilities	12,386.27
1-2302 · Cleaning Service	800.00
Total 1-2000 · Recreation Center	<u>13,186.27</u>
1-2400 · Services	
1-2600 · Landscape Maintenance	206.51
Total 1-2400 · Services	<u>206.51</u>
1-6060 · Bank Service Charges	7.50
6570 · Professional Fees	
Landscaping Maintenance	203.00
1-2500 · Trash Service	902.44
1-6572 · Legal Fees	948.75
Total 6570 · Professional Fees	<u>2,054.19</u>
Total Expense	<u>15,454.47</u>
Net Ordinary Income	<u>3,140.87</u>
Net Income	<u><u>3,140.87</u></u>

Ventana Metropolitan District
Profit & Loss
 January through December 2017

	<u>Jan - Dec 17</u>
Ordinary Income/Expense	
Income	
Treasurer Taxes	
1-1400 · Current - O&M	5,563.51
1-1500 · Specific Ownership - O&M	873.74
2-1000 · Current- Debt	17,202.85
2-1200 · Specific Ownership - Debt	1,749.13
Total Treasurer Taxes	<u>25,389.23</u>
1-1000 · Late Fee	195.00
1-1100 · Recreation Center Dues	6,752.48
1-1200 · Trash Service	7,399.94
1-1600 · Park Fee Advance	70,500.00
3-1300 · Park Permit Fee	45,276.00
Total Income	<u>155,512.65</u>
Gross Profit	155,512.65
Expense	
Treasurer's Fee	
1-1450 · O&M-Treasurer's Collection Fee	83.46
2-1050 · Debt-Treasurer's Collection Fee	250.37
Total Treasurer's Fee	<u>333.83</u>
1-2000 · Recreation Center	
1-2100 · Insurance - Building	505.18
1-2300 · Utilities	5,058.12
1-2302 · Cleaning Service	1,587.50
1-2305 · Security	502.80
1-2310 · Supplies	482.02
Total 1-2000 · Recreation Center	<u>8,135.62</u>
1-6060 · Bank Service Charges	-1.00
1-6180 · Insurance	7,432.41
1-6610 · Postage and Delivery	10.64
2-6075 · Bond Expense	
2-6080 · Legal	8,330.00
Total 2-6075 · Bond Expense	<u>8,330.00</u>
3-1400 · Construction	237.87
6570 · Professional Fees	
Landscaping Maintenance	6,194.50
1-2500 · Trash Service	6,409.77
1-2701 · District Management	19,500.00
1-6572 · Legal Fees	16,135.35
3-2702 · Engineering	362.50
3-2703 · Planning	9,000.00
Total 6570 · Professional Fees	<u>57,602.12</u>
Total Expense	<u>82,081.49</u>
Net Ordinary Income	73,431.16
Other Income/Expense	
Other Income	
1-7010 · Interest Income	0.01
Total Other Income	<u>0.01</u>
Net Other Income	0.01
Net Income	<u><u>73,431.17</u></u>

Ventana Metropolitan District
Balance Sheet
As of January 31, 2018

	Jan 31, 18
ASSETS	
Current Assets	
Checking/Savings	
1110 · Kirkpatrick Bank	184,276.21
Total Checking/Savings	184,276.21
Accounts Receivable	
1-1210 · Accounts Receivable	2,511.74
Total Accounts Receivable	2,511.74
Other Current Assets	
1390 · Undeposited Funds	2,421.17
Total Other Current Assets	2,421.17
Total Current Assets	189,209.12
Fixed Assets	
Property and Equipment	
Community Improvements	441,980.56
Total Property and Equipment	441,980.56
1590 · Construction In Progress	
Engineering	435.00
OPRIC	738,692.00
Rivers Ventana LLC	947,974.39
Total 1590 · Construction in Progress	1,687,101.39
Total Fixed Assets	2,129,081.95
TOTAL ASSETS	2,318,291.07
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	3,477.71
Total Accounts Payable	3,477.71
Other Current Liabilities	
2022 · Deferred Property Tax Revenue	-117.66
2030 · Interest Payable	14,414.40
Total Other Current Liabilities	14,296.74
Total Current Liabilities	17,774.45
Long Term Liabilities	
Accrued Interest OPRIC	433,519.19
Advances from OPRIC	738,692.00
Bonds Payable - CH Metrobonds	1,450,400.00
Total Long Term Liabilities	2,622,611.19
Total Liabilities	2,640,385.64
Equity	
3000 · Opening Balance Equity	24,298.52
3910 · Retained Earnings	-349,533.96
Net Income	3,140.87
Total Equity	-322,094.57
TOTAL LIABILITIES & EQUITY	2,318,291.07

Ventana Metropolitan District
Balance Sheet
As of December 31, 2017

	Dec 31, 17
ASSETS	
Current Assets	
Checking/Savings	
1110 · Kirkpatrick Bank	198,186.00
Total Checking/Savings	198,186.00
Accounts Receivable	
1-1210 · Accounts Receivable	-35.41
Total Accounts Receivable	-35.41
Other Current Assets	
1390 · Undeposited Funds	299.52
Total Other Current Assets	299.52
Total Current Assets	198,450.11
Fixed Assets	
Property and Equipment	
Community Improvements	441,980.56
Total Property and Equipment	441,980.56
1590 · Construction in Progress	
Engineering	435.00
OPRIC	738,692.00
Rivers Ventana LLC	947,974.39
Total 1590 · Construction in Progress	1,687,101.39
Total Fixed Assets	2,129,081.95
TOTAL ASSETS	2,327,532.06
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2010 · Accounts Payable	15,741.91
Total Accounts Payable	15,741.91
Other Current Liabilities	
2030 · Interest Payable	14,414.40
Total Other Current Liabilities	14,414.40
Total Current Liabilities	30,156.31
Long Term Liabilities	
Accrued Interest OPRIC	433,519.19
Advances from OPRIC	738,692.00
Bonds Payable - CH Metrobonds	1,450,400.00
Total Long Term Liabilities	2,622,611.19
Total Liabilities	2,652,767.50
Equity	
3000 · Opening Balance Equity	24,298.52
3910 · Retained Earnings	-422,965.13
Net Income	73,431.17
Total Equity	-325,235.44
TOTAL LIABILITIES & EQUITY	2,327,532.06

Ventana Metropolitan District
Profit & Loss Budget Performance
 January 2018

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 02/13/18
 Accrual Basis

	Jan 18	Budget	Jan 18	YTD Budget	Annual Budget
Ordinary Income/Expense					
Income					
Developer Advances	0.00	1,666.63	0.00	1,666.63	20,000.00
Treasurer Taxes					
1-1400 - Current - O&M	0.00	1,125.85	0.00	1,125.85	13,510.20
1-1500 - Specific Ownership - O&M	0.00	78.80	0.00	78.80	945.71
2-1000 - Current- Debt	0.00	4,101.88	0.00	4,101.88	49,222.12
2-1200 - Specific Ownership - Debt	0.00	287.12	0.00	287.12	3,445.55
Total Treasurer Taxes	0.00	5,593.65	0.00	5,593.65	67,123.58
1-1000 - Late Fee	5.00	8.37	5.00	8.37	100.00
1-1100 - Recreation Center Dues	3,091.05	5,533.37	3,091.05	5,533.37	66,400.00
1-1200 - Trash Service	3,439.29	1,290.00	3,439.29	1,290.00	15,480.00
1-1300 - Rental Security Deposit	0.00	400.00	0.00	400.00	4,800.00
1-1600 - Park Fee Advance	7,500.00	8,073.00	7,500.00	8,073.00	96,876.00
3-1300 - Park Permit Fee	4,560.00	1,575.00	4,560.00	1,575.00	18,900.00
Total Income	18,595.34	24,140.02	18,595.34	24,140.02	289,679.58
Gross Profit	18,595.34	24,140.02	18,595.34	24,140.02	289,679.58
Expense					
Fees Due					
BOD	0.00	412,166.63	0.00	412,166.63	4,946,000.00
Total Fees Due	0.00	412,166.63	0.00	412,166.63	4,946,000.00
Treasurer's Fee					
2-1050 - Debt-Treasurer's Collection Fee	0.00	61.50	0.00	61.50	738.33
Total Treasurer's Fee	0.00	61.50	0.00	61.50	738.33
1-1700 - Audit	0.00	666.63	0.00	666.63	8,000.00
1-1800 - Board Election	0.00	416.63	0.00	416.63	5,000.00
1-1900 - Copies & Postage	0.00	16.63	0.00	16.63	200.00
1-2000 - Recreation Center					
1-2100 - Insurance - Building	0.00	45.87	0.00	45.87	550.00
1-2300 - Utilities	12,386.27	2,000.00	12,386.27	2,000.00	24,000.00
1-2302 - Cleaning Service	800.00	2,000.00	800.00	2,000.00	24,000.00
1-2305 - Security	0.00	333.37	0.00	333.37	4,000.00
1-2310 - Supplies	0.00	83.37	0.00	83.37	1,000.00
Total 1-2000 - Recreation Center	13,186.27	4,462.61	13,186.27	4,462.61	53,550.00
1-2001 - Pool Expense					
1-2010 - Season Start Up/ Finish	0.00	0.00	0.00	0.00	1,500.00
1-2020 - Chemicals	0.00	0.00	0.00	0.00	6,000.00
1-2040 - Water	0.00	0.00	0.00	0.00	3,000.00
1-2050 - Repair/ Maintenance	0.00	0.00	0.00	0.00	2,000.00
Total 1-2001 - Pool Expense	0.00	0.00	0.00	0.00	12,500.00
1-2400 - Services					
1-2600 - Landscape Maintenance	206.51	206.51	206.51	206.51	100.00
Total 1-2400 - Services	206.51	206.51	206.51	206.51	7,500.00
1-6060 - Bank Service Charges	7.50	8.37	7.50	8.37	100.00
1-6180 - Insurance	0.00	625.00	0.00	625.00	7,500.00
1-6620 - Rental Security Deposit Refund	0.00	383.37	0.00	383.37	4,600.00
2-6200 - Interest Expense					
2-6201 - Finance Charge	0.00	41.63	0.00	41.63	500.00
2-6200 - Interest Expense - Other	0.00	4,327.40	0.00	4,327.40	51,929.34
Total 2-6200 - Interest Expense	0.00	4,369.03	0.00	4,369.03	52,429.34

**Ventana Metropolitan District
Profit & Loss Budget Performance
January 2018**

	Jan 18	Budget	Jan 18	YTD Budget	Annual Budget
3-1400 · Construction					
6570 · Professional Fees	0.00	312,801.37	0.00	312,801.37	3,753,616.00
Landscaping Maintenance					
1-2500 · Trash Service	203.00	7,083.37	203.00	7,083.37	85,000.00
1-2701 · District Management	902.44	1,199.70	902.44	1,199.70	14,396.40
1-6572 · Legal Fees	0.00	3,500.00	0.00	3,500.00	42,000.00
3-1500 · Construction Management	948.75	1,000.00	948.75	1,000.00	12,000.00
3-1501 · District	0.00	416.63	0.00	416.63	5,000.00
3-1502 · Project	0.00	1,250.00	0.00	1,250.00	15,000.00
Total 3-1500 · Construction Management	0.00	1,666.63	0.00	1,666.63	20,000.00
3-2702 · Engineering	0.00	4,166.63	0.00	4,166.63	50,000.00
3-2704 · Legal - Capital	0.00	833.37	0.00	833.37	10,000.00
Total 6570 · Professional Fees	2,054.19	19,449.70	2,054.19	19,449.70	233,396.40
Total Expense	15,454.47	755,427.47	15,454.47	755,427.47	9,077,630.07
Net Ordinary Income	3,140.87	-731,287.45	3,140.87	-731,287.45	-8,787,950.49
Net Income	3,140.87	-731,287.45	3,140.87	-731,287.45	-8,787,950.49