

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF TIMBERS ESTATES METROPOLITAN DISTRICT

HELD
November 13, 2023

The Regular Meeting of Timbers Estates Metropolitan District was held via Zoom and Teleconference and in person at the Timbers Estates Gatehouse on Monday, November 13, 2023, at 6:30 p.m.

ATTENDANCE

Directors in Attendance:

Dave Hartvigsen, President & Chairperson
Kurt Schwartau, Vice President
Bob Latham, Treasurer
Glenn Curtis, Secretary
Rob Ginieczki, Assistant Secretary

Also in Attendance:

Kenny Parrish, Andrew Kunkel, and Wendy McFarland; Pinnacle Consulting Group, Inc.
Sara Hingtgen, Mary Anne Thaxton; Members of the Public.

ADMINISTRATIVE ITEMS

Call to Order: The Regular Meeting of the Board of Directors of the Timbers Estates Metropolitan District was called to order by Director Hartvigsen at 6:30 p.m.

Declaration of Quorum/Director Qualifications/Disclosure of Potential Conflicts of Interest: Director Hartvigsen noted that a quorum was present, with five out of five Directors in attendance. All Board Members confirmed their qualifications to serve on the Board. Mr. Parrish noted there were no Conflicts of Interest for any members of the Board of Directors.

Approval of Agenda: The Board considered the approval of the agenda. Following review and discussion, upon a motion duly made by Director Latham, seconded by Director Curtis, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as presented.

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Public Comment:

Mary Anne Thaxton asked if the fountains in the District’s ponds will be turned off for winter and Director Hartvigsen answered in the affirmative.

Director Comment: There were no Director Comments received.

CONSENT AGENDA

Director Hartvigsen reviewed the items on the consent agenda with the Board. Director Hartvigsen advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any Director. Director Hartvigsen requested changes to the September 25, 2023, Regular Meeting Minutes and removed them from the Consent Agenda. Upon a motion duly made by Director Curtis, seconded by Director Latham, the following items on the consent agenda were unanimously approved, ratified, and adopted:

- A. Payment of Claims.

DISTRICT MANAGER ITEMS

District Manager’s Report: Mr. Parrish presented the District Manager’s Report to the Board and answered questions.

2024 Master Service Agreements with Operations and Maintenance Service Contractors: Mr. Parrish presented the 2024 Master Service Agreements with Operations and Maintenance Service Contractors to the Board and answered questions.

- i. A. Sanchez Landscaping.
- ii. Jehn Water Consultants, Inc.
- iii. Mark J. Ryan, Inc.
- iv. Solitude Lake Management.

FINANCIAL ITEMS

Finance Manager’s Report: Ms. McFarland presented the Finance Manager’s Report to the Board and answered questions.

2024 BUDGET HEARING

Ms. McFarland opened the 2024 Budget Hearing for the Timbers Estates Metropolitan District. Ms. McFarland reported that notice of the budget hearing was published on November 2, 2023, in the Canyon Courier, in accordance with state budget law. Ms. McFarland reviewed the mill levy, estimated revenues, and expenditures in detail and answered questions. The budget for the District is as follows:

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Mill Levy: 33.883 mills
 General Fund: \$138,009.00
 Divergent Fund: \$23,500.00

There being no public input, the public portion of the budget hearing was closed. After further review and discussion, upon a motion duly made by Director Latham, seconded by Director Hartvigsen, and upon vote, unanimously carried, it was

RESOLVED to approve the Resolution to Adopt the 2024 Budget for Timbers Estates Metropolitan District, set the mill levy, and appropriate budgeted funds upon final certification of values being received by the County of Jefferson on or before December 15, 2023, and approve all other documents related to the 2024 budget. The District Manager is authorized to make minor modifications that may be necessary following receipt of final assessed values.

OPERATIONS ITEMS

1. Gatehouse: Director Latham noted an upcoming inspection appointment for the Gatehouse furnace. Director Latham noted his intention to acquire a quote from Sanchez Landscaping to find the best cost for the District.
2. Perimeter Fence: Director Ginieczki noted his presentation regarding the Perimeter Fence was discussed during the public hearing for the 2024 Budget.
3. Roadway Maintenance: Director Schwartau noted the successful completion of crack and pothole repairs throughout the District.
4. Tree Maintenance: Director Hartvigsen noted the necessity to remove trees from Tract G and outlined the potential impacts of Pine Beetle kill if left unaddressed.
5. Landscape Maintenance: Director Schwartau discussed irrigation monitoring and management and noted the need to measure distances around the Districts Ponds in the 2024 season.
6. Street Number Signage Replacements: Director Hartvigsen inquired into the need to discuss Street Number Signage Replacements in the upcoming HOA meeting. It was noted to be unnecessary.

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- 7. Fire Mitigation: Director Hartvigsen noted Fire Mitigation had been discussed earlier in the meeting.
- 8. Reservoir & Pond Matters: Director Ginieczki provided an update regarding the new pump house and the work completed by Tesla and Excel Energy.
- 9. HOA Update: Director Hartvigsen noted the completion of a declaration.
- 10. Other: There were no other matters discussed.

LEGAL ITEMS

2024 Annual Administrative Matters Resolution: Mr. Parrish presented the 2024 Annual Administrative Matters Resolution to the Board. Following review and discussion, upon a motion duly made by Director Curtis, seconded by Director Ginieczki, and upon vote, unanimously carried, it was

RESOLVED to approve the 2024 Annual Administrative Matters Resolution, as amended to change monthly meetings to quarterly meetings.

OTHER MATTERS

There were no Other Matters to come before the Board.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 8:28 p.m.

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

Respectfully submitted,

Andrew Kunkel, Recording Secretary for the Meeting

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ADJOURNMENT

There being no further business to come before the Board the regular meeting of the Timbers Estates Metropolitan District adjourned at 8:42 p.m.

Respectfully submitted,

Secretary for the Meeting

THE BOARD OF DIRECTORS SIGNING BELOW:



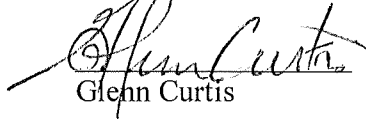
Dave Hartvigsen



Bob Latham

Rob Ginieczki

Kurt Schwartz



Glenn Curtis