

RECORD OF PROCEEDING

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF:

PIONEER HILLS METROPOLITAN DISTRICT

HELD TUESDAY, JANUARY 16, 2024 AT 5:00 P.M.

ADMINISTRATIVE ITEMS

The regular meeting of the Board of Directors of the Pioneer Hills Metropolitan District, Arapahoe County, Colorado was called to order on the day shown above in accordance with the laws of the State of Colorado. The following Directors were acting:

Doug Houston, President
Rosalynn Feagins, Treasurer
Amy Trautman, Secretary
Victor Villarreal, Assistant Secretary
Scott Dimick, Assistant Secretary

Also present was:

Marcos Pacheco, Diane Rodriguez, Rhonda Bilek and Michael Schenfeld of Community Resource Services of Colorado
Karlie R. Ogden, Icenogle Seaver Pogue, P.C.
Stephen Wickham, Pioneer Hills HOA

CALL TO ORDER

Director Houston, noting the presence of a quorum, called to order the regular meeting of the Board of Directors of Pioneer Hills Metropolitan District at approximately 5:00 p.m.

CONFLICTS OF INTEREST

Ms. Ogden advised the Board of Directors that pursuant to Colorado law, certain disclosures may be required prior to taking official action at the meeting. There were no disclosures of conflict of interest, other than what has already been filed.

APPROVE AGENDA

It has been noted that going forward the correction of position for Amy Trautman is Secretary. Upon motion by Director Villarreal, second by Director Feagins and unanimous vote, the Board of Directors approved the agenda with noted correction.

PUBLIC COMMENT

There was none.

MINUTES

Ms. Odgen stated that no conflicts are filed with the State and that statement should be removed from the minutes. She also noted the Directors' positions and regular meeting dates need to be corrected. Upon motion by Director Villarreal

second by Director Feagins, and unanimous vote, the Board of Directors approved the meeting minutes for November 7, 2023, subject to requested corrections.

FINANCIAL MATTERS

1. **Review and Approve/Ratify Payment of Claims:** The Board requested clarification on the two payables provided. The current claims need to have authorization for payment. After further discussion the Board approved payment and Ms. Rodriguez accepted a verbal authorization to release payments from Director Feagins. Upon motion by Director Feagins and second by Trautman, vote was taken, and the Board ratified the November claims. Upon motion by Director Feagins and second by Director Villarreal, vote was taken, and the Board approved the current payables.
2. **Review Financial Statements:** Ms. Rodriguez reviewed the financials with the Board. Questions regarding how the current legislation affected the district mill levy and assessed valuation. Ms. Rodriguez explained that the District will collect slightly less property tax in 2024, which lowered the total mill levy to 35.800. Upon motion by Director Villarreal and second by Director Feagins, vote was taken, and the Board accepted the unaudited financial statements.

MANAGEMENT ITEMS

Mr. Pacheco brought up a new website platform for the Board to consider. Mr. Pacheco provided information on Streamline, noting that the platform is designed for special and metropolitan districts in all aspects from compliance to user friendly for customers and administrative use. The Board asked Ms. Ogden her opinion and she agreed that Streamline is a good fit for special and metropolitan districts. Mr. Pacheco noted that the domain will remain the same. Directors Trautman and Feagins asked to be included in the set up. Mr. Pacheco said he will include them in the “sandbox link” and will forward to the Board Streamline’s security information. Upon motion by Director Feagins and second by Director Trautman, vote was taken, and the Board authorized Mr. Pacheco to start the process to change to Streamline.

The Board asked about the CSD P&L insurance and if the wetlands should be added to cover the bridges. Mr. Pacheco said that this coverage can be added at any time. The P&L insurance is being corrected from 3 to 5 directors and to add the workers compensation. Mr. Pacheco suggested the Board pay the current 2024 CSD P&L insurance as is and then add additional coverage later. The Board determined to authorize payment as suggested by Mr. Pacheco.

DIRECTORS ITEMS

1. **Discuss Wildfire Mitigation:** Director Trautman is scheduling with the City of Aurora a walkthrough of the wetlands for insight and information on how the City of Aurora would like to see fire mitigation implemented in the area.
2. **Discuss Status of Bridge Repair:** The Board discussed the bridge repair, including if the Metro District should only fund the repair and have the HOA do the bidding and hiring or should the Metro District complete the entire project. Ms. Ogden noted that the easement allows for routine maintenance, which can give an avenue to the repair of the bridge by the District. Mr. Schenfeld with CRS has been reaching out to collection information regarding permits, county regulations and costs. Mr. Schenfeld informed the Board that the price of treated wood has gone up and the cost of a wood bridge versus a trek bridge is almost the same. Also discussed was the design of the bridge. Director Houston said he has contacted the original designer of the wetlands, Kevin Roth of Roth Engineering and now has the original wetland plans which he will forward.

LEGAL MATTERS

There were none.

OTHER BUSINESS

The sidewalk along Parker Road is the responsibility of the Metro District and will need maintenance at a minimum of twice a year, possibly spring and early fall. It was suggested to contact All Phase Landscape to include this area in their contract.

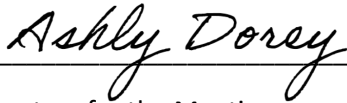
Director Trautman presented information that has been gathered through phone calls and meetings regarding the erosion of the creek. One approach to the concerns about the stream bed erosion is to ask neighboring "up-stream" districts about their maintenance and how their programs affect the wetlands. Additionally, CRS will work on obtaining grant funds.

Director Houston asked why there are 4 Directors with terms up in 2025. Mr. Pacheco said this is due to Director Dimick being appointed. Director Feagins requested a copy of the SDA Members Manual. Mr. Pacheco will email copies to the Directors.

ADJOURNMENT

There being no further business to come before the Board, upon motion of Director Houston, second of Director Dimick, and unanimous vote, the meeting was adjourned at approximately 6:43 p.m.

Respectfully submitted,



Secretary for the Meeting