

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF PIONEER HILLS METROPOLITAN DISTRICT

HELD
November 10, 2021

The Board of Directors of Pioneer Hills Metropolitan District held a special meeting, open to the public, via Zoom at 5:00 p.m., Wednesday, November 10, 2021.

ATTENDANCE

Directors in Attendance:

Doug Houston, President
Amanda Eno, Treasurer
Erin Kerr, Secretary
Victor Villarreal, Asst. Secretary
Amy Trautman, Asst. Secretary

Also, in Attendance:

Ron Harmon and Steve Johnson, Homeowners
Heidi Brown, Director, Pioneer Hills HOA
Karlle R. Ogden; Icenogle Seaver Pogue, P.C.
Casey Tighe, Geol Scheirman, Amanda Castle, Jason Woolard, Luis Garcia
and Elaina Cobb; Pinnacle Consulting Group, Inc.

CALL MEETING TO ORDER

The meeting was called to order at 5:01 p.m. by Director Houston, noting that a quorum was present.

CONFLICT OF INTEREST DISCLOSURE

Mr. Scheirman inquired whether there were any conflicts to disclose by Board members present. There were no conflicts to disclose.

APPROVAL OF AGENDA

The Board considered the agenda. Upon a motion duly made by Director Eno, seconded by Director Trautman, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as amended to move the executive session before financial items.

APPROVAL OF MINUTES

The Board considered the minutes of the special meeting held on September 30, 2021. Upon a motion duly made by Director Eno, seconded by Director Kerr, and upon vote, it was unanimously

RESOLVED to approve the minutes of the special meeting held September 30, 2021, as presented.

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PUBLIC COMMENT

There were no comments made by members of the public.

EXECUTIVE SESSION

Mr. Scheirman advised the Board that it was permitted, upon compliance with requisite statutory procedures under the Colorado Open Meeting Law, for the Board to convene an executive session, pursuant Sections 24-6-402(4)(a), 24-6-402(4)(b) and 24-6-402(4)(e), C.R.S., for the purposes of discussing the purchase, sale, acquisition, lease, transfer or sale of real, personal or other property interest, receiving legal advice on specific legal questions, and determining positions relative to matters that may be subject to negotiations and instructing negotiators related to the wetlands property transition and the proposed First Amendment to the Intergovernmental Agreement between the City of Aurora and the District authorizing additional operation and maintenance services and noted that the executive session will be recorded. Participants were cautioned to confine all discussion to the stated purpose of the executive session, were reminded that no formal action may be taken during the executive session, and if at any point any participant believes the discussion is going outside of the proper scope of the executive session, to interrupt and make an objection.

Director Eno then moved that the Board convene in Executive Session pursuant to Sections 24-6-402(4)(a), 24-6-402(4)(b) and 24-6-402(4)(e), C.R.S., for the purposes of discussing the purchase, sale, acquisition, lease, transfer or sale of real, personal or other property interest, receiving legal advice on specific legal questions, and determining positions relative to matters that may be subject to negotiations and instructing negotiators related to the wetlands property transition and the proposed First Amendment to the Intergovernmental Agreement between the City of Aurora and the District authorizing additional operation and maintenance services and noted the executive session was being recorded.

Director Villarreal seconded the motion, which was approved by the Board at 5:10 p.m.

The Executive Session included Director Houston, Director Eno, Director Kerr, Director Villarreal, Director Trautman; Legal Counsel Karlie R. Ogden; Pinnacle Consulting Group, Inc. District Manager, Casey Tighe, Assistant District Manager Geol Scheirman, Director of Capital and Facilities Jason Woolard, Finance Manager, Amanda Castle, Accounting Manager Luis Garcia and District Administrator, Elaina Cobb.

The Executive Session concluded at 6:06 p.m.

The Board reconvened in open session at 6:06 p.m.

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FINANCIAL ITEMS

2022 Budget Memo: Ms. Castle discussed with the Board the 2022 budget memo, reviewing revenues, mill levies, and fund balances related to the general and debt service funds, and answered questions from the Board.

2022 BUDGET HEARING

Director Houston opened the 2022 Budget Hearing for Pioneer Hills Metropolitan District. Mr. Scheirman reported that notice of the budget hearing had been published on October 28, 2021 in accordance with state budget law. Ms. Castle reviewed the budget in detail, and answered questions pertaining to the mill levies, estimated revenues, and expenditures. There being no public input, the public hearing portion was closed. The Board discussed regular meeting frequency and related legal costs.

General Fund:

Total Revenues: \$190,181

Mills Levy: 19.600 mills – 9.373 mills for wetlands transition project

Total Expenditures: \$188,399

Debt Service Fund:

Total Revenues: \$270,135

Mills levy: 27.840

Total Expenditures: \$271,165

Total Mills Certified: 47.440

Upon a motion duly made by Director Eno, seconded by Director Villarreal, and upon vote, it was unanimously

RESOLVED to approve the Resolution to Adopt the 2022 budget for Pioneer Hills Metropolitan District, set the mill levy, appropriate budgeted funds upon final certification of value being received by the County of Arapahoe on or before December 10, 2021, approve all other documents related to the 2022 budget, and authorize the District's accountant to make minor modifications that may be necessary following receipt of final assessed values.

2021 Auditor: Upon a motion duly made by Director Kerr, seconded by Director Trautman, and upon vote, it was unanimously

RESOLVED to approve the engagement of John Cutler and Associates for the 2021 Audit.

LEGAL MATTERS

Election of Officers: Upon a motion duly made by Director Eno, seconded by Director Villarreal, and upon vote it was unanimously

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RESOLVED to approve the following slate of officers:

Doug Houston, President
Amanda Eno, Treasurer
Erin Kerr, Secretary
Victor Villarreal, Asst. Secretary
Amy Trautman, Asst. Secretary

2022 Annual Administrative Matters Resolution: Ms. Ogden presented the 2022 Annual Administrative Matters Resolution; noting that it outlines the statutory compliance matters and provides direction to the District's legal counsel and management to execute all required compliance actions. Upon a motion duly made by Director Eno, seconded by Director Villarreal, and upon vote it was unanimously

RESOLVED to approve the 2022 Annual Administrative Matters Resolution, as amended with meetings to be held the second Wednesday of February, May, August and November at 5 p.m. via online meeting, to designate the official website of the District, <http://pioneer-hills.com>, as the posting place for notices of meetings, and designating the mailboxes located at approximately 15275 East Crestline Avenue, Aurora, Colorado 80015, as the public place within the boundaries of the District at which it may post notices of meetings if it is unable to post a notice on the District's official website.

2022 Election Resolution: Ms. Ogden presented the 2022 Election Resolution and discussed the process. Upon a motion duly made by Director Eno, seconded by Director Kerr, and upon vote it was unanimously

RESOLVED to approve the 2022 Election Resolution, including directing that public notice of the call for nomination be posted on the official website of the District, <http://pioneer-hills.com>.

2022 Legal Services: Upon a motion duly made by Director Eno, seconded by Director Kerr, and upon vote it was unanimously

RESOLVED to approve the engagement of Icenogle Seaver Pogue, P.C. for 2022 Legal Services.

OTHER ITEMS

Director Comments: None.

ADJOURNMENT

There being no further business to come before the Board and upon motion and second, the meeting was adjourned at 7:19 p.m.

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

Respectfully Submitted,

Erin Kerr, Secretary for the Meeting