

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF TIMBERS ESTATES METROPOLITAN DISTRICT

HELD
December 4, 2025

The Special Meeting of the Timbers Estates Metropolitan District was held via Zoom on Thursday, December 4, 2025, at 6:30 p.m.

ATTENDANCE

Directors in Attendance:

Dave Hingtgen, President
Gary Elliott, Vice President
Sam Hillin, Treasurer & Secretary
Josh Skinner, At Large

Directors Absent but Excused:

Rob Ginieczki, Asst. Secretary

Also in Attendance:

Kenny Parrish and Matt Sorenson; Pinnacle Consulting Group, Inc.
Mary Anne Thaxton; Member of the Public

ADMINISTRATIVE ITEMS

Declaration of Quorum/Call to Order: Director Hingtgen noted that a quorum was present, with four out of five Directors in attendance. The Special Meeting of the Board of Directors of the Timbers Estates Metropolitan District was called to order by Director Hingtgen at 6:30 p.m.

Director Qualifications/Disclosure of Potential Conflicts of Interest: All Board Members confirmed their qualifications to serve on the Board. Director Hingtgen and 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 Hingtgen, seconded by Director Hillin, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as amended to remove III Financial Item B Public Hearing regarding the Proposed Amended 2025 Budgets.

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Public Comment: Mary Anne Thaxton thanked members of the Board for their assistance with recent projects. Mary Anne Thaxton discussed the community distribution list with the Board.

Director Comment: There were no Director Comments received.

CONSENT AGENDA

Director Hingtgen and Mr. Parrish reviewed the items on the consent agenda with the Board. Mr. Parrish advised the Board that any item may be removed from the consent agenda to the regular agenda upon the request of any Director. No items were requested to be removed from the consent agenda. Upon a motion duly made by Director Skinner, Seconded by Director Hillin, the following items on the consent agenda were unanimously approved, ratified and adopted:

- A. Minutes – September 25, 2025, Special Meeting.
 - B. Payment of Claims.
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FINANCIAL ITEMS

Financial Statements: Mr. Sorenson reviewed the Unaudited Financial Statements for the period ending October 30, 2025, with the Board and answered questions. Following review and discussion, upon a motion duly made by Director Skinner, seconded by Director Hillin, and upon vote, unanimously carried, it was

RESOLVED to accept the Unaudited Financial Statements for the period ending October 30, 2025, as presented.

2026 BUDGET HEARING

Mr. Sorenson reported that notice of the budget hearing was published on November 27, 2025, in the Canyon Courier, in accordance with state budget law. Upon a motion duly made by Director Hingtgen, seconded by Director Elliot, and upon vote, unanimously carried, the 2026 Budget Hearing was opened. Mr. Sorenson reviewed the proposed budgets and answered questions. Upon a motion duly made by Director Elliot, seconded by Director Hingtgen, and upon vote, unanimously carried, the 2026 Budget Hearing was closed. The 2026 budgets for the Districts are as follows:

Mill Levy: 35.294 mills
General Fund: \$187,301.00

Following review and discussion, upon a motion duly made by Director Hingtgen, seconded by Director Skinner, and upon vote, unanimously carried, it was

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RESOLVED to approve the Resolution to Adopt the 2026 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, 2025, and approve all other documents related to the 2026 Budget. The District Manager is authorized to make minor modifications that may be necessary following receipt of final assessed values.

FINANCIAL ITEMS
CONT.

Flat Fee Proposal from Pinnacle Consulting Group, Inc.: Mr. Parrish presented the Flat Fee Proposal from Pinnacle Consulting Group, Inc. to the Board and answered questions. It was the decision of the Board to table this item for further review and discussion.

DISTRICT MANAGER
ITEMS

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

2026 Master Service Agreements with Operations and Maintenance Service Contractors: Mr. Parrish discussed the 2026 Master Service Agreements with Operations and Maintenance Service Contractors with the Board and answered questions. Following review and discussion, upon a motion duly made by Director Hingtgen, seconded by Director Hillin, and upon vote, unanimously carried, it was

RESOLVED to approve the 2026 Master Service Agreements with Operations and Maintenance Service Contractors as noted below.

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

LEGAL ITEMS

2026 Annual Administrative Matters Resolution: Mr. Parrish presented the 2026 Annual Administrative Matters Resolution to the Board and answered questions. Following review and discussion, upon a motion duly made by Director Elliot, seconded by Director Skinner, and upon vote, unanimously carried, it was

RESOLVED to approve the 2026 Annual Administrative Matters Resolution, as presented.

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OPERATIONS ITEMS

1. Gatehouse: Director Skinner provided the Gatehouse update to the Board noting recent maintenance completed by Door Specialties and entry fobs received and distributed to residents. Director Skinner discussed difficulties with cameras updating to the cloud and stated he is working to address the matter with the District's contractor.
2. Perimeter Fence: Mr. Parrish discussed Director Ginieczki's emailed Perimeter Fence update with the Board.
3. Roadway Maintenance: Director Elliot provided the Roadway Maintenance update to the Board noting intended coordination to change the snow plowing completion time to 6:30 a.m. The Board and Mr. Parrish discussed roadway construction bordering the District.
4. Tree Maintenance: Mr. Parrish discussed Director Ginieczki's emailed Tree Maintenance update with the Board. Director Ginieczki's report highlighted beetle mitigation efforts, and the Board discussed beetle mitigation efforts, a home needing tree removal, and different beetles found in the District.
5. Landscape Maintenance: Mr. Parrish requested the Board's opinion regarding their satisfaction with the Landscape Maintenance work provided by A. Sanchez Landscaping and the Board responded noting their satisfaction.
6. Street Number Signage Replacements: Mr. Parrish discussed Director Ginieczki's emailed Street Number Signage Replacement update with the Board. Director Ginieczki's report highlighted the addition of numbers to the new wooden posts and the replacement of two thirds of mailbox structures in the District.
7. Fire Mitigation: Director Hingtgen noted the removal of dead trees and the good condition of the District's trees because of Fire Mitigation efforts. Director Elliot recommended mowing of the common areas near pond three be implemented for Fire Mitigation in 2026.
8. Reservoir & Pond Matters: Director Hingtgen discussed the recently completed successful annual water release with Jehn Water.

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9. IT & Web Matters: Director Skinner discussed efforts to obtain access to the HOA website domain to make community email addresses for the Board members.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned at 7:45 p.m.

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

Respectfully submitted,

Andrew Kunkel

Andrew Kunkel, Recording Secretary for the Meeting