

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF TIMBERS ESTATES METROPOLITAN DISTRICT

HELD
March 24, 2025

The Regular Meeting of the Timbers Estates Metropolitan District was held via Zoom and Teleconference and in person at the Timbers Estates Gatehouse on Monday, March 24, 2025, at 6:30 p.m.

ATTENDANCE

Directors in Attendance:

Dave Hartvigsen, President & Chairperson
Gary Elliott, Director
Bob Latham, Secretary
Glenn Curtis, Treasurer

Directors Absent but Excused:

Rob Ginieczki, Assistant Secretary

Also in Attendance:

Kenny Parrish and Matt Sorenson; Pinnacle Consulting Group, Inc.
Mary Anne Thaxton, Josh Skinner, Sara Hingtgen, Darren Reinstein,
Saida Nunez, Ben and Amanda Venuto; Members of the Public

ADMINISTRATIVE ITEMS

Declaration of Quorum/Call to Order: Director Hartvigsen noted that a quorum was present, with four out of five Directors in attendance. The Regular Meeting of the Board of Directors of the Timbers Estates Metropolitan District was called to order by Director Hartvigsen at 6:33 p.m.

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

RESOLVED to approve the agenda, as presented.

RECORD OF PROCEEDINGS

Public Comment: There were no Public Comments received.

Director Comment: There were no Director Comments received.

CONSENT AGENDA

Director Hartvigsen reviewed the items on the consent agenda with the Board. 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. Minutes – November 18, 2024, Regular Meeting.
 - B. Payment of Claims.
-

DISTRICT MANAGER ITEMS

District Manager's Report: Mr. Parrish presented the District Manager's report to the Board. Mr. Parrish thanked Director Hartvigsen for his service to the District and Director Hartvigsen discussed coordination with Mr. Parrish to ensure the success of District operations and compliance.

2025 Election Update: Mr. Parrish provided the 2025 Election update to the Board noting the Election was cancelled. The Board discussed compensation for Board meeting attendance and the timeline for administering Board member oaths of office.

Board Transition Plan: Mr. Parrish discussed the transition plan for the Board of Directors to follow the 2025 election. Mr. Parrish offered to assist the Board members in any way possible with regards to establishing and understanding the individual Board member responsibilities and operational needs of the District. Director Hartvigsen outlined the process for Special District Elections, the importance of locating dedicated individuals to serve on the Board, the potential transition of officer position, and the implications of him exiting the Board of Directors. Director Hartvigsen offered to assist with District projects as needed such as tree removal.

2025 Landscaping Maintenance Proposal: Mr. Parrish requested ratification of the A. Sanchez 2025 Landscaping Maintenance Contract. Following review and discussion, upon a motion duly made by Director Elliott, seconded by Director Latham, and upon vote, unanimously carried, it was

RESOLVED to ratify the A. Sanchez 2025 Landscaping Maintenance Contract, as presented.

RECORD OF PROCEEDINGS

FINANCIAL ITEMS

Financial Statements: Mr. Sorenson and Mr. Parrish reviewed the unaudited Financial Statements for the period ending December 31, 2024, with the Board and answered questions. The Board discussed the District's expenses, payables, and projects planned for 2025. Following review and discussion, upon a motion duly made by Director Curtis, seconded by Director Latham, and upon vote, unanimously carried, it was

RESOLVED to accept the unaudited Financial Statements for the period ending December 31, 2024, as presented.

OPERATIONS ITEMS

1. Gatehouse: Director Latham provided the Gatehouse update to the Board. Director Latham highlighted a recent incident with the entry gate failing to open due to cold temperatures and old hinges. Director Latham reported new hinges have been installed and should elevate future incidents from occurring. Director Latham noted the new door king system connected through the internet vs a hardline telephone line is functioning well. Director Latham requested Mr. Parrish cancel the District's Century Link service as it is no longer needed.
2. Perimeter Fence: Director Hartvigsen provided the Perimeter Fence update to the Board. Director Curtis highlighted a temporary fix to a certain portion of damaged perimeter fence. Director Latham described portions of fence needing repairs.
3. Written Report from Director Ginieczki: Director Hartvigsen reviewed Director Ginieczki's written report with the Board. Director Hartvigsen highlighted plans to replace broken address posts in the spring and painting to be performed by John Mills of Old Town Painting. Director Ginieczki suggests gray paint be used for the guardrails also. Director Hartvigsen highlighted the donation of a snowblower to the District to save on snow removal costs and discussed the location it will be stored. Director Hartvigsen highlighted the installation and painting of a new post on the exit gate road and continued crack sealing efforts.
4. Roadway Maintenance: Director Elliott provided the Roadway Maintenance update to the Board. Director Elliot asked the Board members if they were happy with the snow plowing work performed to this season. Director Hartvigsen stated snow plowing efforts were better than previous years. Director Latham noted snow removal was completed timely and early in the

RECORD OF PROCEEDINGS

morning. Mary Ann Thaxton stated the snow plowing work was noticeably better than previous years.

5. Tree Maintenance: Director Hartvigsen provided the Tree Maintenance update to the Board. Director Hartvigsen discussed the informational communication distributed to residents regarding beetle kill and slash accumulation distributed last fall. Director Hartvigsen discussed beetle killed trees in areas surrounding the district needing to be removed and discussed a few trees needing to be removed in the District. Director Latham reported the removal of beetle killed trees on his property and in the surrounding areas.
6. Landscape Maintenance: Director Elliot asked if he should contact A. Sanchez Landscaping regarding the ratification of their contract and Mr. Parrish responded noting he would contact A. Sanchez Landscaping. Director Hartvigsen noted needed coordination with David Stubs regarding limiting watering for District landscaping due to a lack of available water.
7. Fire Mitigation: Director Hartvigsen commented on the excellent Fire Mitigation condition of the District. Director Hartvigsen and Director Latham discussed an upcoming slash removal day and beetle kill clean up and the dumping of beetle killed trees from surrounding communities.
8. Reservoir & Pond Matters: Director Hartvigsen discussed the need to order water hose meters and electrical cords to allow accurate reporting to the water commissioner and outlined the timeline for seasonal water pumping. Director Latham asked Director Hartvigsen to instruct Mr. Stubbs in the operation of the water pumps. Director Hartvigsen discussed options for leasing water rights and legal and revenue considerations with the Board. The Board discussed specific obligations of the District regarding water rights and discussed the implementation of a summary for Board members to utilize.

DIRECTOR ITEMS

Director Hartvigsen thanked Director Elliot for joining the Board of Directors and expressed his appreciation for his hard work and dedication to the District. Director Curtis thanked Director Hartvigsen for his many years of service and dedication to the District and the community. Mr. Parrish thanked the Board of Directors for their steadfast dedication to the District.

RECORD OF PROCEEDINGS

ADJOURNMENT

There being no further business to come before the Board, upon motion duly made by Director Elliot, seconded by Director Latham, and upon a unanimous vote, the meeting was adjourned at 8:06 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