

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
TIMBERS ESTATES METROPOLITAN DISTRICT
AND OF THE WATER UTILITY ENTERPRISE
HELD

August 16, 2021

A regular meeting of the Board of Directors of the Timbers Estates Metropolitan District (referred to hereafter as "Board") was convened on Monday the 16th day of August, 2021, at 6:30 P.M., at the Timbers Estates Gatehouse, 26303 North Turkey Creek Canyon Road, Evergreen, Colorado and via teleconference.

Directors In Attendance Were:

Dave Hartvigsen, President
Kurt Schwartau, Vice President (Via Teleconference)
Bob Latham, Treasurer
Bob Gress, Secretary
Rob Ginieczki, Assistant Secretary

Also In Attendance Were:

Geol Scheirman, Kammy Tinney (at 6:45 p.m. Via Teleconference) and Molly Janzen (Via Teleconference) ; Pinnacle Consulting Group, Inc.
Mary Ann Thaxton, Linda Gress, Ben Venuto, and Mike Crosbie (Via Teleconference); Timbers Estates Community Members

ADMINISTRATIVE/
MANAGEMENT
MATTERS

Call to Order/Declaration of Quorum: Director Hartvigsen called the meeting to order at 6:35 p.m., noting that a quorum was present, with five of five directors in attendance.

Agenda: Mr. Scheirman distributed for the Board's review and approval a proposed agenda for the regular meeting. Following review and discussion, upon motion duly made by Director Gress, seconded by Director Latham and, upon vote, unanimously carried, the agenda was approved, as presented.

Minutes: The Board reviewed the minutes of the March 22, 2021 Regular Meeting. Following review and discussion, upon motion duly made by Director Gress, seconded by Director Latham and, upon vote, unanimously carried, the minutes of the March 22, 2021 Regular meeting were approved with minor corrections.

Director Hartvigsen thanked Pinnacle Consulting Group, Inc. former staff member Chelsey Green for her contributions to the community.

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FINANCIAL MATTERS

Claims: Ms. Janzen reviewed with the Board the claims listing for ratification. Following review and discussion, upon motion duly made by Director Gress, seconded by Director Latham and, upon vote, unanimously carried, the Board ratified the payment of claims for the period March 1, 2021 through August 9, 2021 totaling \$44,054.07.

Financial Statements and Cash Position Statements: Ms. Janzen reviewed with the Board the unaudited Financial Statements for the period ended June 30, 2021. Following review and discussion, upon motion duly made by Director Gress, seconded by Director Latham and, upon vote, unanimously carried, the Board approved the unaudited Financial Statements for the period ended June 30, 2021.

OPERATIONS MATTERS

Board Member Status Reports and Comments:

- 1. Gatehouse.** Director Latham reported that the posting of signage at the Gatehouse for routing deliveries through the exit gate is complete. Further research regarding the installation of security cameras resulted in the need for internet service to the gatehouse, the need for staff or volunteers to monitor the system, and the drafting of a policy for Board review and consideration. In summary, the costs of changing from a “gated entry” to a video surveillance system are prohibitive. No formal action was taken by the Board at this time.
- 2. Perimeter Fence.** Director Hartvigsen provided the Board and attendees with background details of the project. Director Ginieczki stated that approximately 1,500 linear feet of work is complete. Additional work is needed from the Gatehouse to the west corner and a proposal for the work is pending. Director Ginieczki will check all work prior to the contractor submitting invoices for payment.
- 3. Roadway Maintenance.** Director Schwartau provided an update regarding Roadway Maintenance throughout the District. The District spent \$3,900 on crack seal in 2020 and can expect another \$3,900 on crack seal and pothole maintenance in 2021. Director Schwartau will request that Acres Services clear out the culvert.
- 4. Tree Maintenance.** Director Hartvigsen provided an update regarding Tree Maintenance throughout the District. White ribbons are being used to mark trees to be saved. Grant funding for the project was received, and the District budgeted \$17,000 for the project in 2021. The District was not able to purchase splat for pine beetle mitigation in District common areas due to availability. Director Latham noted that \$14,000 in expenses are

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anticipated in 2021 for slash removal, fire breaks on county roads, and fire-resistant signage. Director Hartvigsen authorized a request for assistance from the Evergreen Fire Protection District to address Tracts D, E, H, and portions of Lot 7. Director Hartvigsen acknowledged and is grateful for the work done and the efforts of the committee.

5. **Landscape Maintenance.** Director Schwartau provided an update regarding Landscape Maintenance throughout the District. Director Schwartau revisited the discussion of a new water pump for Pond 3. The Board will consider using a transfer pump versus purchasing an additional pump. No formal action was taken by the Board at this time.
6. **Street Number Signage Replacements.** The Board continued the discussion on street number signage. At the prior meeting Director Schwartau recommended that additional bids be acquired and that the District consider requesting that individual homeowners be responsible for the removal of the current wooden signage. Historically, the District has absorbed the cost of wooden signage versus the individual property owner's expense.
7. **Fire Mitigation.** Timber Estates is next on Evergreen Fire Protection District's list for fire mitigation efforts in the community once the fires in the surrounding areas diminish.
8. **Reservoir & Pond Matters.**
 - a. **Spring Pumping Coordination.** Director Hartvigsen thanked Director Latham for assistance with the spring pumping.
 - b. **Discussion Regarding Permanent Pumping Station and Funding Opportunities.** Director Hartvigsen provided background on the District's responsibilities for oversight of the District's augmentation plan noting that plans for a permanent pumping station were completed several years ago. At that time the project was estimated to cost between \$100,000 and \$200,000. Director Hartvigsen suggested using the plans previously prepared to seek bids for construction of a permanent pumping facility. The Board members are in agreement to place this project on hold.
 - c. **Pond Usage Policy.** The Board reviewed and discussed the proposed policy and how best to disseminate the policy to the community. Following review and discussion, upon motion duly made by Director Latham, seconded by Director Ginieccki and, upon vote, unanimously carried, the Board approved the Resolution Regarding Pond Use Policy. The 45-Day Notice regarding amendment to the District's Service Plan will be completed by legal counsel, and the Board determined to provide

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a copy of the policy, including a map, to all property owners within the community.

9. Insurance – Inclusion of Stone Bridges. Mr. Scheirman discussed with the Board that currently the stone culverts within Timbers Drive are not included on the District’s insurance property schedule. Mr. Scheirman will reach out to the District’s insurance carrier to obtain a quote for including the structures on the District’s property schedule.

10. Potential Property Sale. Director Hartvigsen reviewed with the Board a proposed plan for the sale of certain property owned by the District. Director Hartvigsen will coordinate the effort with Legal Counsel for presentation to the Jefferson County Planning Department.

MANAGEMENT MATTERS

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

OTHER BUSINESS

Community Comments: None.

Director Comments: Director Schwartau introduced the topic of mailboxes in need of repair. The topic needs further review. Mailboxes to be added to the insurance schedule at 28 mailboxes costing \$500 each.

ADJOURNMENT

There being no further business to come before the Board the regular meeting of the Timbers Estates Metropolitan District adjourned at 8:29 p.m.

Respectfully submitted,

By: Robert Gress
Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL AUGUST 16, 2021 MINUTES OF THE TIMBERS ESTATES METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS SIGNING BELOW:

Dave Hartvigsen
Bob Latham

Kurt Schwartau
Bob Gress

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Rob Ginieczki

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Rob Ginieczki