

RECORD OF PROCEEDINGS

MINUTES OF THE SPECIAL MEETING OF PIONEER HILLS METROPOLITAN DISTRICT

HELD
May 12, 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, May 12, 2021.

Due to the State of Emergency declared by Governor Polis and the threat to health and safety posed by the COVID-19 pandemic, this meeting was held via Zoom.

ATTENDANCE

Directors in Attendance: (Via Teleconference)

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

Also, in Attendance: (Via Teleconference)

Amy Trautman and Michelle Fisher, Homeowners
Tamara Seaver and Karlie Ogden; Icenogle Seaver Pogue, P.C.
Chelsey Green, Amanda Castle, and Elaina Cobb; Pinnacle Consulting Group, Inc.

CALL MEETING TO ORDER

The meeting was called to order at 5:02 p.m. by Director Houston, noting that a quorum was present.

CONFLICT OF INTEREST DISCLOSURE

Ms. Green 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 Kerr, seconded by Director Eno, and upon vote, unanimously carried, it was

RESOLVED to approve the agenda, as presented.

APPROVAL OF MINUTES

The Board considered the minutes of the special meeting held on February 3, 2021. Upon a motion duly made by Director Eno, seconded by Director Villarreal, and upon vote, it was unanimously

RESOLVED to approve the minutes of the special meeting held February 3, 2021, as presented.

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PUBLIC COMMENT

There were no comments made by members of the public.

APPOINTMENTS FOR VACANCIES

The Board considered the appointment of Michelle Fisher and Amy Trautman to fill the board vacancy. Ms. Green noted that Ms. Fisher and Ms. Trautman each submitted a letter of interest and are qualified candidates to serve as director until the next regular election in May 2022.

Ms. Fisher and Ms. Trautman were present at the meeting and introduced themselves and gave a brief explanation of their interest to serve on the Board. After discussion, upon motion duly made by Director Eno, seconded by Director Villarreal, and upon vote, it was unanimously

RESOLVED to appoint Amy Trautman to the Board until the next regular election in May 2022.

OATHS OF OFFICE

Ms. Green discussed with the Board administering the Oath of Office for Ms. Trautman. Ms. Green noted she would set up a time for Ms. Trautman to take her Oath of Office.

ELECTION OF OFFICERS

Ms. Green discussed with the Board the duties and requirements for the positions to be appointed. Following review, upon a motion duly made by Director Eno, seconded by Director Kerr, and upon vote, it was unanimously

RESOLVED to appoint the following officers:

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

FINANCIAL ITEMS

Review 2020 Auditor Recommendations: Ms. Castle informed the Board that the current auditor Paul Goedecke is retiring and will not be able to provide audit services for the District. Ms. Castle discussed engaging John Cutler and Associates, LLC. Following discussion, and upon motion duly made by Director Eno, seconded by Director Kerr, and upon vote, it was unanimously

RESOLVED to ratify the engagement of John Cutler and Associates, LLC, to complete the 2020 Audit.

LEGAL MATTERS

Discussion of additional service authorization by the City of Aurora: Ms. Seaver discussed the status of additional service authorization for the wetlands transition by the City of Aurora with the Board and answered questions.

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EXECUTIVE SESSION

Ms. Green 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 noted 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 if any participant believes the discussion is going outside of the proper scope of the executive session, to interrupt and make an objection.

Director Houston 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 noted the executive session was being recorded.

Director Kerr seconded the motion, which was approved by the Board at 5:35 p.m.

The Executive Session included Director Houston, Director Eno, Director Kerr, Director Villarreal, Director Trautman; Legal Counsel Tamara Seaver and Karlie Ogden; Pinnacle Consulting Group, Inc. District Manager, Chelsey Green, Finance Manager, Amanda Castle, and District Administrator, Elaina Cobb.

The Executive Session concluded at 6:14 p.m.

The Board reconvened in open session at 6:15 p.m.

DISTRICT MANAGER ITEMS

Discuss Wetlands Transition: Ms. Green discussed the wetlands transition budget and recommended next steps with the Board and answered questions. Ms. Green requested approval to allocate \$20,000 to the wetlands survey and legal descriptions generation, and approve a not to exceed amount of \$10,000 addendum to the Pinnacle Consulting Group, Inc. project management services for continued review and transition efforts related to the wetlands. Following discussion, and upon motion duly made by Director Eno, seconded by Director Villarreal, and upon vote, it was unanimously

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RESOLVED to approve a not to exceed amount of \$10,000 for a Pinnacle Consulting Group, Inc. wetlands transition addendum, and a not to exceed amount of \$20,000 for survey and legal description engineering services; and authorize the Board President to review and execute any necessary agreements related to these approved services.

Consider adoption of a resolution delegating authority to the President of the Board in response to urgent or emergency operations and management matters: The Resolution Establishing Delegation of Power and Duty to the President of the Board was tabled.

ADJOURNMENT

There being no further business to come before the Board and upon motion and second, the meeting was adjourned at 6:36 p.m.

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

Respectfully Submitted,

Erin Kerr, Secretary for the Meeting