

## RECORD OF PROCEEDING

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### MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS OF:

#### PIONEER HILLS METROPOLITAN DISTRICT

HELD TUESDAY, MAY 27, 2025 AT 5:00 P.M.

#### ADMINISTRATIVE ITEMS

The special meeting of the Board of Directors of the Pioneer Hills Metropolitan District, Arapahoe County, Colorado was called to order on the day shown above in accordance with the laws of the State of Colorado. The following Directors were acting:

Rosalynn Feagins, Treasurer  
Amy Trautman, Secretary  
Victor Villarreal, Assistant Secretary  
Kimberly Dunlap, Director

Also present was:

Ashly Dorey, Diane Rodriguez; Community Resource Services of Colorado  
Karlle R. Ogden, Icenogle Seaver Pogue, P.C.  
Scott Dimick

#### CALL TO ORDER

Ashly Dorey, noting the presence of a quorum, called to order the special meeting of the Board of Directors of Pioneer Hills Metropolitan District at approximately 5:01 p.m.

#### CONFLICTS OF INTEREST

There were no new disclosures of conflict of interest reported.

#### APPROVE AGENDA

The Board approved the agenda as presented.

#### PUBLIC COMMENT

There was none.

#### APPROVAL OF MINUTES

After review, Director Feagins moved to approve the February 18, 2025 regular meeting minutes as presented. Upon second by Director Villarreal, a vote was taken, and the motion carried unanimously.

#### FINANCIAL MATTERS

- a. **Consider Ratification of Claims:** The Board reviewed the claims to be ratified. Director Trautman moved to ratify the payment of claims. Upon second by Director Villarreal, a vote was taken, and the motion carried unanimously.

- b. **Consider Approval of Current Payables:** The Board reviewed the current invoices for approval for payment. Director Trautman moved to approve the current invoices to be paid. Upon second by Director Villarreal, a vote was taken, and the motion carried unanimously.
- c. **Review Financial Statements for the Period Ending April 30, 2025:** Ms. Rodriguez reviewed the unaudited financial statements with the Board. Director Trautman provided a brief background on why the Board created the Wetland Reserve Fund. Ms. Rodriguez answered a few questions from the Directors and noted that while interest rates have decreased slightly since this time last year, the District is still bringing in a good amount of interest via COLOTRUST. The Board approved the unaudited financial statements as presented.
- d. **Review and Consider Approval of the 2024 Budget Amendment and Resolution:** Ms. Dorey noted that the District has provided proper publication in a newspaper of general circulation for the 2024 Budget Amendment Hearing, as required by statute. The Board opened the public hearing at 5:15pm, and Ms. Rodriguez reviewed the 2024 Budget Amendment Resolution with the Board and provided details of the amendment. The District over expended the General Fund by \$26,293 with expenses related to District management and project management. The District over expended the Debt Service Fund by \$4,507, due to a write off of a bad debt. Director Feagins moved to adopt the 2024 Budget Amendment Resolution as presented. Upon second by Director Villarreal, a vote was taken, and the motion carried unanimously. The Board closed the public hearing at 5:20pm.

#### MANAGEMENT ITEMS

- a. **Consider Adoption of District Bylaws:** Ms. Dorey presented a revised draft of District bylaws for consideration. The Board took some time to review. Director Feagins moved to adopt the District bylaws as presented. Upon second by Director Trautman, a vote was taken, and the motion carried unanimously.

#### DIRECTORS ITEMS

- a. **Wetlands Committee Report:** Director Trautman reported that she has been in touch with the new Homeowners Association Board to obtain an understanding of their priorities and how the Metro District can assist. Unfortunately, she hasn't received any clear direction as to how to proceed. She has provided the HOA with a copy of the Metro IGA with Aurora and the Limited Maintenance Agreement between the HOA and the Metro District.

There was some discussion about the importance and need for cleaning up the detention pond and potential options on how to proceed with working alongside the HOA to accomplish this project. It was noted that summer and fall are ideal times for having this work completed. Having proposals to review or directions to proceed with at the August meeting would allow this project to be advanced before the end of this year. It was determined that Director's Trautman and Villarreal will speak to the HOA Board once more and provide them with the options for the Metro to assist. The Metro can either lead the efforts in choosing a vendor and phasing out the project or the HOA can select the vendor, and the Metro District can contribute funds to the project.

- b. **Consider Appointment to Fill Vacancy:** The Board determined there was still a vacancy after the May 2025 election. Scott Dimick is willing to serve another term. Director Villarreal moved to appoint Scott Dimick to the Board of Directors. Upon second by Director Trautman, a vote was taken and the motion carried unanimously.
- c. **Consider Election of Officers:** After some discussion, the following nominations were proposed for election of officers – President: Director Trautman, Vice President: Director Villarreal, Treasurer: Director Feagins, Secretary: Director Dimick and Assistant Secretary: Director Dunlap. Director Villarreal moved to appoint the stated officer positions. Upon second by Director Feagins, a vote was taken, and the motion carried unanimously.

## **LEGAL MATTERS**

- a. Director Trautman moved to enter Executive session pursuant to Section 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice on specific legal questions related to District mill levies. Upon second by Director Feagins, a vote was taken, and the motion carried unanimously. The Board entered executive session at 6:21pm.

Following executive session, Director Villarreal moved to reconvene the regular public meeting. Upon second by Director Feagins, a vote was taken, and the motion carried unanimously. The Board reconvened its regular public meeting at 6:48pm.

## **OTHER BUSINESS**

- a. Ms. Odgen noted that the Office of Information Technology released amended website accessibility standards and accessibility rules for websites of local governments. Her team is preparing a memo that will go out to the District in the coming days that provides some clarity on those amended standards. With the help of CRS, legal will help to be sure the District remains within compliance.

## **ADJOURNMENT**

There being no further business to come before the Board, Director Trautman moved to adjourn. Upon second by Director Villarreal, and a unanimous vote, the meeting was adjourned at approximately 6:50 p.m.

Respectfully submitted,

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Secretary for the Meeting