

**MINUTES OF A SPECIAL MEETING OF
THE BOARDS OF DIRECTORS OF THE
PAN-ARK ESTATES METROPOLITAN DISTRICT
HELD OCTOBER 18, 2022**

A special meeting of the Boards of Directors (the “Boards”) of the Pan-Ark Estates Metropolitan District (the “District”) was held on Tuesday, October 18, 2022 at 5:30 p.m. exclusively by means of Zoom webinar. The meeting was open to the public.

Attendance: In attendance were Board members:
Michelle Hall
Dell Skluzak
Kevin Kirsner
David Galinis

Not in attendance:
Joseph Burnham

Also in attendance were:
Nikolas Wagner – Centennial Consulting Group
Joe Norris – Cockrel, Ela, Greher, & Ruhland
Twenty-Five (25) Homeowners

I. Call to Order/Declaration of Quorum

Mr. Wagner called the meeting to order. A quorum of the Boards was confirmed.

II. Director Conflict of Interest Disclosure

Mr. Wagner reported that disclosures of potential conflicts of interest were filed for all directors 72 hours in advance of the meeting and that the Agenda had been posted on the Districts’ website at least 24 hours in advance of the meeting.

III. Approval of Minutes

Following review, upon a motion duly made by Director Hall, seconded by Director Galinis, and upon vote, unanimously carried, the Board approved the September 6, 2022 meeting minutes.

IV. Unaudited Financial Statements

Following review, upon a motion duly made by Director Galinis, seconded by Director Skluzak, and upon vote, unanimously carried, the Board approved the unaudited financial statements for the period ended July 31, 2022 and September 30, 2022 as presented.

V. Preliminary 2023 Draft Budget

Mr. Wagner presented on the preliminary 2023 draft budget. The Board discussed adding line items for snow removal.

VI. Discuss Road Rules and Regulations

Mr. Wagner explained that this discussion was deferred from the last meeting and asked if there was any desire to continue the discussion. Mr. Norris informed the Board that the county rules do not apply to the District. Mr. Norris suggest that the District adopt county regulations and impose fines for violations, despite the difficulty of enforcement. It would be more effort and expense for the District than it would be a gain.

Mr. Norris recommended having regulations to set expectations for the use of the roads. The Board discussed road use regarding best practices to help preserve the road grading that has been completed to allow the roads to last longer. Public input indicated that construction workers, short term renters, and other speeders are tearing up the roads. Speed dips were another public recommendation.

Mr. Norris recommended that construction permits could be required of contractors building homes to stem damages from construction drivers. Susan Johnson informed those present that this was approached in the past with the HOA, but the County did not support this item.

Director Hall informed those present that she would work on the road use rules and recommended uses.

VII. Discuss Road Construction Standards

The Board discussed the Lake County road standards. It was noted that the District's roads were not originally built to a standard and that the County standards may not apply at this time as the roads appear to not be up to classification under the primitive road standards in the County's construction standards.

The Board instruct management to send an email, including the website address, to the community to find out if there is anyone in the community with an engineering background that would like to help put together a road standard for the community's dirt roads.

VIII. Discussion of Road Maintenance

Mr. Wagner discussed the current maintenance progress. Joanne Webber presented concern over Twin Peaks Road. Jeff Johnson report that there are drainage issues on Twin Peaks Road that have caused wash boarding.

IX. Discuss Snow Removal Contract

Mr. Wagner and the Board discussed snow removal services and the contract presented. The Board discussed the trigger depth and where to set the trigger. The HOA's trigger depth was previous 6 inches.

Following discussion, upon a motion made by Director Skluzak, seconded by Director Hall, and upon vote, unanimously carried, the Board approved the snow removal contract subject to a 6" trigger, upon further review of SOP's, and work required by the District to be finalized.

X. Preliminary Discussion of 2023 Budget and Board Representative

Mr. Wagner presented the Budget as noted above. Director Galinis was elected as the representative to work on the Budget with management.

XI. Next Board Meeting

A date has not yet been set for the next Board meeting.

XII. Public Comment

Jeff Johnson spoke representing MEWA. They have sold their last water certificate and are going after 120 to 135 water certificates. Until more are acquired, no more certificates will be issued. Out of the last 27 sold, the last 4 to 5 are to be used in the next few years for construction. There will be a stop to new building construction. MEWA has purchased water meters and they will be installed at each home. They will begin reading meters after installation. After usage will be charged on a tiered usage. The annual fee of \$300 would be prorated in four payments and the current \$390 will be determined in a tiered system. The installation will be done by Leadville's water district.

Joanne Webber presented her concern over the lack of communication from the District to the homeowners. Mr. Wagner presented that the distribution listed on file was provided by MEWA.

XIII. Other Matters

213 Pan-Ark Drive claims to have damage caused by the grader to their trees and drainage after rounding the corner of the property and removing rocks along the property line. The Board discussed this and recommended advising the operating of said concern. Jeff Johnson informed those present that this started a couple of years ago when the water line was installed and the ditch was filled in. Rocks were also covered up when the road was graded out. The initial work was conducted around 2 years ago.

The Board discussed the "No Outlet" sign at the Northeast and Southeast corner of Ridge Road and Mount Massive Drive.

XIV. Adjournment

As there were no further matters to discuss, upon a motion duly made by Director Skluzak, seconded by Director Hall, and upon vote, unanimously carried, the Boards adjourned the meeting.

Respectfully submitted,



[Joseph Burnham \(Feb 1, 2023 10:42 MST\)](#)

Secretary