

BASELINE METROPOLITAN DISTRICT NOS. 1-9

NOTICE AND AGENDA OF REGULAR MEETING

BASELINE METROPOLITAN DISTRICT NOS. 1, 2, 4-9

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expiration</u>
Kim Perry	President & Chairperson	May 2025
Kyle Harris	Vice President	May 2025 Nos. 1, 2 & 4 2027 Nos. 5-9
Josh Kane	Secretary	May 2027
Tim DePeder	Assistant Secretary	May 2027
VACANT		May 2025

BASELINE METROPOLITAN DISTRICT NO. 3

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expiration</u>
Kim Perry	President & Chairperson	May 2025
Kyle Harris	Vice President	May 2025
Josh Kane	Secretary	May 2027
Judith Sarro	Assistant Secretary	May 2027
Susan Brunkhardt	Treasurer	May 2025

Date: February 1st, 2024 (Thursday)

Time: 1:00 P.M.

Place: MS Teams & Teleconference

[Click here to join the meeting](#)

Meeting ID: 265 021 798 385 Passcode: kYQhqf

Or call in (audio only)

[+1 720-721-3140,,181945801#](#) Phone Conference ID: 181 945 801#

I. ADMINISTRATIVE ITEMS

- A. Call to Order.
- B. Declaration of Quorum/Director Disclosure of any Potential Conflicts of Interest.
- C. Approval of Agenda. **(Pages 1-2)**
- D. Public Comment. (Limited to 3-Minutes Per Person).
- E. Director Comment.

II. CONSENT AGENDA

- A. Approval of Minutes – January 18, 2024, Special Meeting. **(To Be Distributed Under Separate Cover)**
- B. Ratification of Payment of Claims. **(Pages 3-12)**
- C. Ratification of Contract Modifications. **(Pages 13-16)**

Professionally Managed by:
Pinnacle Consulting Group, Inc.
550 W. Eisenhower, Loveland, CO 80537
Phone: 970-617-2477 | FAX: 970-669-3612
District Email: basemdadmin@pcgi.com
District Website: www.baselinemd.live

III. DISTRICT MANAGER ITEMS

- A. District Managers' Report. **(Pages 17-22)**

IV. CAPITAL INFRASTRUCTURE ITEMS

- A. District Capital Infrastructure Report and District Project Manager Update. **(To Be Distributed Under Separate Cover)**
- B. Capital Fund Summary and Capital Needs Assessment Review. **(To Be Distributed Under Separate Cover)**
- C. Budget Approval and Contracting.
 - a. Southlands (CFS #12)
 - i. Consider Approval of Modification of Project Budget (\$TBD). **(To Be Distributed Under Separate Cover)**
 - b. Parkside West Phase 2 (CFS #21)
 - i. Present Bid Analysis Summary Memorandum for Parkside West Phase 2 Landscaping. **(To Be Distributed Under Separate Cover)**
 - ii. Consider Approval of Construction Contract with TBD for (\$TBD).
 - iii. Consider Approval of Modification of Project Budget (\$TBD).
 - c. West Village Builder Reimbursement Update. **(To Be Distributed Under Separate Cover)**

V. FINANCIAL ITEMS

- A. Finance Manager's Report. **(Page 23)**

VI. LEGAL ITEMS

VII. DIRECTOR ITEMS

VIII. OTHER MATTERS

- IX. **EXECUTIVE SESSION** – If necessary, pursuant to § 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice on specific legal questions.

X. ADJOURNMENT

*****The next Regular Meeting is scheduled for March 07, 2024*****

Baseline Metropolitan District No. 1
Check Detail
 January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	2608	01/15/2024	City and County of Broomfield	1-11005 - Checking - First Bank	
Bill	011524 App Fee	12/01/2023		3-55395 - Permits, Fees and Other	50.00
TOTAL					<u>50.00</u>
Paycheck	ACH	01/18/2024	Susan J Brunckhardt	1-11005 - Checking - First Bank	
				1-51030 - Directors Fees	-100.00
				1-51030 - Directors Fees	-6.20
				1-24000 - Payroll Liabilities	6.20
				1-24000 - Payroll Liabilities	6.20
				1-51030 - Directors Fees	-1.45
				1-24000 - Payroll Liabilities	1.45
				1-24000 - Payroll Liabilities	1.45
				1-22110 - Direct Deposit Liabilities	<u>92.35</u>
TOTAL					0.00
Paycheck	ACH	01/18/2024	Timothy DePeder	1-11005 - Checking - First Bank	
				1-51030 - Directors Fees	-200.00
				1-51030 - Directors Fees	-12.40
				1-24000 - Payroll Liabilities	12.40
				1-24000 - Payroll Liabilities	12.40
				1-51030 - Directors Fees	-2.90
				1-24000 - Payroll Liabilities	2.90
				1-24000 - Payroll Liabilities	2.90
				1-22110 - Direct Deposit Liabilities	<u>184.70</u>
TOTAL					0.00
Paycheck	ACH	01/18/2024	Joshua Kane	1-11005 - Checking - First Bank	
				1-51030 - Directors Fees	-200.00
				1-51030 - Directors Fees	-12.40
				1-24000 - Payroll Liabilities	12.40
				1-24000 - Payroll Liabilities	12.40
				1-51030 - Directors Fees	-2.90
				1-24000 - Payroll Liabilities	2.90
				1-24000 - Payroll Liabilities	2.90
				1-22110 - Direct Deposit Liabilities	<u>184.70</u>
TOTAL					0.00
Paycheck	ACH	01/18/2024	Kim L Perry	1-11005 - Checking - First Bank	
				1-51030 - Directors Fees	-200.00
				1-51030 - Directors Fees	-12.40
				1-24000 - Payroll Liabilities	12.40
				1-24000 - Payroll Liabilities	12.40
				1-51030 - Directors Fees	-2.90
				1-24000 - Payroll Liabilities	2.90
				1-24000 - Payroll Liabilities	2.90
				1-22110 - Direct Deposit Liabilities	<u>184.70</u>
TOTAL					0.00

Baseline Metropolitan District No. 1
Check Detail
 January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Paycheck	ACH	01/18/2024	Kyle E Harris	1-11005 - Checking - First Bank	
				1-51030 - Directors Fees	-200.00
				1-51030 - Directors Fees	-12.40
				1-24000 - Payroll Liabilities	12.40
				1-24000 - Payroll Liabilities	12.40
				1-51030 - Directors Fees	-2.90
				1-24000 - Payroll Liabilities	2.90
				1-24000 - Payroll Liabilities	2.90
				1-22110 - Direct Deposit Liabilities	<u>184.70</u>
TOTAL					0.00
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25347	11/15/2023		3-55343 - Project Administration	<u>1,275.00</u>
TOTAL					1,275.00
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41540	11/15/2023		3-55344 - Engineering	<u>2,075.00</u>
TOTAL					2,075.00
Bill Pmt -Check	Bill.com	01/18/2024	Norris Design, Inc	1072 - Bill.com Money Out Clearing	
Bill	01-85825	11/15/2023		3-55204 - Engineering	<u>1,053.75</u>
TOTAL					1,053.75
Bill Pmt -Check	Bill.com	01/18/2024	Ground Engineering Consultants, Inc.	1072 - Bill.com Money Out Clearing	
Bill	221295.0-10	11/15/2023		3-55394 - Engineering	<u>4,790.00</u>
TOTAL					4,790.00
Bill Pmt -Check	Bill.com	01/18/2024	Wenk Associates, Inc.	1072 - Bill.com Money Out Clearing	
Bill	0000504527	11/15/2023		3-55554 - Engineering	<u>1,022.50</u>
TOTAL					1,022.50
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	39809	11/15/2023		3-55554 - Engineering	<u>25,578.53</u>
TOTAL					25,578.53
Bill Pmt -Check	Bill.com	01/18/2024	High Plains Environmental Center	1072 - Bill.com Money Out Clearing	
Bill	WO #2023-03	11/15/2023		3-55561 - - Project Direct	<u>19,758.82</u>
TOTAL					19,758.82
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25336	11/15/2023		3-55553 - Project Administration	<u>1,800.00</u>
TOTAL					1,800.00

Baseline Metropolitan District No. 1

Check Detail

January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	01/18/2024	HydroSystems*KDI, Inc.	1072 - Bill.com Money Out Clearing	
Bill	23273	11/15/2023		3-51060 - Capital-General Engineering	4,035.00
TOTAL					<u>4,035.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40384	11/15/2023		3-55364 - Engineering	115.00
TOTAL					<u>115.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Traceair Technologies Inc.	1072 - Bill.com Money Out Clearing	
Bill	9401	11/15/2023		3-51060 - Capital-General Engineering	1,300.00
TOTAL					<u>1,300.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Coyote Ridge Construction, LLC	1072 - Bill.com Money Out Clearing	
Bill	App 26	11/15/2023		3-55201 - Project-Direct	40,157.39
TOTAL					<u>40,157.39</u>
Bill Pmt -Check	Bill.com	01/18/2024	Coyote Ridge Construction, LLC	1072 - Bill.com Money Out Clearing	
Bill	App Num 4	11/15/2023		3-55331 - Project Direct	2,349.83
TOTAL					<u>2,349.83</u>
Bill Pmt -Check	Bill.com	01/18/2024	Contour Services, LLC	1072 - Bill.com Money Out Clearing	
Bill	1180-01	11/15/2023		3-55312 - Project Management	2,350.00
TOTAL					<u>2,350.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40986	11/15/2023		3-55554 - Engineering	31,455.01
TOTAL					<u>31,455.01</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40929	11/15/2023		3-55554 - Engineering	3,875.73
TOTAL					<u>3,875.73</u>
Bill Pmt -Check	Bill.com	01/18/2024	Coyote Ridge Construction, LLC	1072 - Bill.com Money Out Clearing	
Bill	779	11/15/2023		3-55301 - Project-Direct	9,632.23
TOTAL					<u>9,632.23</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41496	11/15/2023		3-55244 - Engineering	265.00
TOTAL					<u>265.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	39811	11/15/2023		3-55364 - Engineering	9,480.00
TOTAL					<u>9,480.00</u>

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Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25349	11/15/2023		3-55303 - Project Administration	1,050.00
TOTAL					<u>1,050.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40987	11/15/2023		3-55344 - Engineering	9,156.25
TOTAL					<u>9,156.25</u>
Bill Pmt -Check	Bill.com	01/18/2024	McWhinney Real Estate Services, Inc.	1072 - Bill.com Money Out Clearing	
Bill	364833	11/15/2023		3-55335 - Permits, Fees and Other	268.60
TOTAL					<u>268.60</u>
Bill Pmt -Check	Bill.com	01/18/2024	Norris Design, Inc	1072 - Bill.com Money Out Clearing	
Bill	01-85345	11/15/2023		3-55314 - Engineering	3,065.00
TOTAL					<u>3,065.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Norris Design, Inc	1072 - Bill.com Money Out Clearing	
Bill	01-85824	11/15/2023		3-55204 - Engineering	2,135.53
TOTAL					<u>2,135.53</u>
Bill Pmt -Check	Bill.com	01/18/2024	Lat40 Inc.	1072 - Bill.com Money Out Clearing	
Bill	14096	11/15/2023		3-51060 - Capital-General Engineering	2,345.25
TOTAL					<u>2,345.25</u>
Bill Pmt -Check	Bill.com	01/18/2024	Wenk Associates, Inc.	1072 - Bill.com Money Out Clearing	
Bill	0000501531	11/15/2023		3-55334 - Engineering	4,930.00
TOTAL					<u>4,930.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Birch Ecology, LLC	1072 - Bill.com Money Out Clearing	
Bill	989	11/15/2023		3-51060 - Capital-General Engineering	2,338.75
TOTAL					<u>2,338.75</u>
Bill Pmt -Check	Bill.com	01/18/2024	Lat40 Inc.	1072 - Bill.com Money Out Clearing	
Bill	14010	11/15/2023		3-51060 - Capital-General Engineering	1,629.75
TOTAL					<u>1,629.75</u>
Bill Pmt -Check	Bill.com	01/18/2024	Coyote Ridge Construction, LLC	1072 - Bill.com Money Out Clearing	
Bill	App No 6	11/15/2023		3-55551 - Project Direct	6,850.07
TOTAL					<u>6,850.07</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25345	11/15/2023		3-55373 - Project Administration	1,925.00
TOTAL					<u>1,925.00</u>

Baseline Metropolitan District No. 1

Check Detail

January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	01/18/2024	Wagner Construction	1072 - Bill.com Money Out Clearing	
Bill	App #6	11/15/2023		3-55551 - Project Direct	194,278.25
TOTAL					<u>194,278.25</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40291	11/15/2023		3-55404 - Engineering	4,500.00
TOTAL					<u>4,500.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Earth Engineering Consultants, LLC	1072 - Bill.com Money Out Clearing	
Bill	1234040.8	11/15/2023		3-55554 - Engineering	3,974.75
TOTAL					<u>3,974.75</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41196	11/15/2023		3-55554 - Engineering	8,271.80
TOTAL					<u>8,271.80</u>
Bill Pmt -Check	Bill.com	01/18/2024	CMS Environmental Solutions, LLC	1072 - Bill.com Money Out Clearing	
Bill	161348	11/15/2023		3-51060 - Capital-General Engineering	395.00
TOTAL					<u>395.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Traceair Technologies Inc.	1072 - Bill.com Money Out Clearing	
Bill	9827	11/15/2023		3-51060 - Capital-General Engineering	1,295.00
TOTAL					<u>1,295.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25338	11/15/2023		3-55423 - Project Administrator	1,155.00
TOTAL					<u>1,155.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25344	11/15/2023		3-55393 - Project Administration	1,470.00
TOTAL					<u>1,470.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40948	11/15/2023		3-55424 - Engineering	6,125.00
TOTAL					<u>6,125.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41197	11/15/2023		3-55244 - Engineering	2,370.00
TOTAL					<u>2,370.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25342	11/15/2023		3-55543 - Project Administration	600.00
TOTAL					<u>600.00</u>

Baseline Metropolitan District No. 1

Check Detail

January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	01/18/2024	Arthouse Design	1072 - Bill.com Money Out Clearing	
Bill	1418	11/15/2023		3-55544 - Engineering	670.00
TOTAL					670.00
Bill Pmt -Check	Bill.com	01/18/2024	Norris Design, Inc	1072 - Bill.com Money Out Clearing	
Bill	01-85995	11/15/2023		3-55374 - Engineering	8,037.50
TOTAL					8,037.50
Bill Pmt -Check	Bill.com	01/18/2024	PASE Contracting, Inc	1072 - Bill.com Money Out Clearing	
Bill	38821	11/15/2023		3-51060 - Capital-General Engineering	1,288.00
TOTAL					1,288.00
Bill Pmt -Check	Bill.com	01/18/2024	Asphalt Specialties Co., Inc.	1072 - Bill.com Money Out Clearing	
Bill	App 4	11/15/2023		3-55551 - Project Direct	266,170.32
TOTAL					266,170.32
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41494	11/15/2023		3-55554 - Engineering	14,810.00
TOTAL					14,810.00
Bill Pmt -Check	Bill.com	01/18/2024	Wenk Associates, Inc.	1072 - Bill.com Money Out Clearing	
Bill	0000501538	11/15/2023		3-55144 - Engineering	649.89
TOTAL					649.89
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41543	11/15/2023		3-55334 - Engineering	1,698.75
TOTAL					1,698.75
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25341	11/15/2023		3-55333 - Project Administration	1,012.50
TOTAL					1,012.50
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25340	11/15/2023		3-55243 - Project Administration	1,350.00
TOTAL					1,350.00
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41544	11/15/2023		3-55554 - Engineering	27,872.49
TOTAL					27,872.49
Bill Pmt -Check	Bill.com	01/18/2024	Kumar & Associates, Inc.	1072 - Bill.com Money Out Clearing	
Bill	224766	11/15/2023		3-55394 - Engineering	3,925.00
TOTAL					3,925.00

Baseline Metropolitan District No. 1
Check Detail
 January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	01/18/2024	Earth Engineering Consultants, LLC	1072 - Bill.com Money Out Clearing	
Bill	1234040.10	11/15/2023		3-55554 - Engineering	9,073.40
TOTAL					<u>9,073.40</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41633	11/15/2023		3-55554 - Engineering	5,740.00
TOTAL					<u>5,740.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40681	11/15/2023		3-55244 - Engineering	7,432.50
TOTAL					<u>7,432.50</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40385	11/15/2023		3-55244 - Engineering	1,185.00
TOTAL					<u>1,185.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Ecological Resource Consultants, Inc.	1072 - Bill.com Money Out Clearing	
Bill	14821	11/15/2023		3-51060 - Capital-General Engineering	840.00
TOTAL					<u>840.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Rocky Mountain Custom Landscapes & Asso	1072 - Bill.com Money Out Clearing	
Bill	App 5	11/15/2023		3-55201 - Project-Direct	53,609.95
TOTAL					<u>53,609.95</u>
Bill Pmt -Check	Bill.com	01/18/2024	Rocky Mountain Custom Landscapes & Asso	1072 - Bill.com Money Out Clearing	
Bill	61999	11/15/2023		3-55201 - Project-Direct	64,260.37
TOTAL					<u>64,260.37</u>
Bill Pmt -Check	Bill.com	01/18/2024	Wenk Associates, Inc.	1072 - Bill.com Money Out Clearing	
Bill	0000501533	11/15/2023		3-55424 - Engineering	1,598.23
TOTAL					<u>1,598.23</u>
Bill Pmt -Check	Bill.com	01/18/2024	Kimley-Horn and Associates, Inc.	1072 - Bill.com Money Out Clearing	
Bill	196570000-1023	11/15/2023		3-55424 - Engineering	7,970.00
TOTAL					<u>7,970.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	McWhinney Real Estate Services, Inc.	1072 - Bill.com Money Out Clearing	
Bill	369693	11/15/2023		3-55365 - Permits, Fees and Other	45.63
TOTAL					<u>45.63</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40930	11/15/2023		3-51060 - Capital-General Engineering	1,375.00
TOTAL					<u>1,375.00</u>

Baseline Metropolitan District No. 1
Check Detail
January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	01/18/2024	Down To Earth Compliance, LLC	1072 - Bill.com Money Out Clearing	
Bill	57428	11/15/2023		3-55301 - Project-Direct	1,100.00
TOTAL					<u>1,100.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25348	11/15/2023		3-55313 - Project Administration	1,350.00
TOTAL					<u>1,350.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Kumar & Associates, Inc.	1072 - Bill.com Money Out Clearing	
Bill	224513	11/15/2023		3-55304 - Engineering	320.00
TOTAL					<u>320.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40045	11/15/2023		3-55554 - Engineering	6,167.50
TOTAL					<u>6,167.50</u>
Bill Pmt -Check	Bill.com	01/18/2024	Hall Contracting LLC	1072 - Bill.com Money Out Clearing	
Bill	App 16	11/15/2023		3-55301 - Project-Direct	76,752.13
TOTAL					<u>76,752.13</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41632	11/15/2023		3-55404 - Engineering	6,452.50
TOTAL					<u>6,452.50</u>
Bill Pmt -Check	Bill.com	01/18/2024	Harris Kocher Smith	1072 - Bill.com Money Out Clearing	
Bill	211246.17	11/15/2023		3-55374 - Engineering	9,308.24
TOTAL					<u>9,308.24</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25339	11/15/2023		3-55193 - Project Administration	112.50
TOTAL					<u>112.50</u>
Bill Pmt -Check	Bill.com	01/18/2024	Wagner Construction	1072 - Bill.com Money Out Clearing	
Bill	App 6	11/15/2023		3-55341 - Project Direct	16,568.33
TOTAL					<u>16,568.33</u>
Bill Pmt -Check	Bill.com	01/18/2024	Kumar & Associates, Inc.	1072 - Bill.com Money Out Clearing	
Bill	220266	11/15/2023		3-55304 - Engineering	1,415.00
TOTAL					<u>1,415.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Coyote Ridge Construction, LLC	1072 - Bill.com Money Out Clearing	
Bill	App #16	11/15/2023		3-55391 - Project Direct	177.62
TOTAL					<u>177.62</u>

Baseline Metropolitan District No. 1
Check Detail
January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41495	11/15/2023		3-55424 - Engineering	10,500.00
TOTAL					<u>10,500.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25337	11/15/2023		3-51040 - Capital-General District Mgmt	2,025.00
TOTAL					<u>2,025.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41636	11/15/2023		3-55344 - Engineering	724.99
TOTAL					<u>724.99</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25343	11/15/2023		3-55203 - Project Administration	1,312.50
TOTAL					<u>1,312.50</u>
Bill Pmt -Check	Bill.com	01/18/2024	Pinnacle Consulting Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	25346	11/15/2023		3-55223 - Project Administration	375.00
TOTAL					<u>375.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40042	11/15/2023		3-51060 - Capital-General Engineering	1,505.00
TOTAL					<u>1,505.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Earth Engineering Consultants, LLC	1072 - Bill.com Money Out Clearing	
Bill	1234040.9	11/15/2023		3-55554 - Engineering	5,858.00
TOTAL					<u>5,858.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40671	11/15/2023		3-55554 - Engineering	4,070.00
TOTAL					<u>4,070.00</u>
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	40382	11/15/2023		3-55554 - Engineering	3,447.50
TOTAL					<u>3,447.50</u>

Baseline Metropolitan District No. 1
Check Detail
January 9, 2024 through January 25, 2024

Type	Num	Date	Name	Account	Paid Amount
Bill Pmt -Check	Bill.com	01/18/2024	Matrix Design Group, Inc	1072 - Bill.com Money Out Clearing	
Bill	41639	11/15/2023		3-55334 - Engineering	1,232.50
TOTAL					<u>1,232.50</u>
Liability Check	E-pay	01/23/2024	United States Treasury	1-11005 - Checking - First Bank	
				1-24000 - Payroll Liabilities	117.80
				1-24000 - Payroll Liabilities	117.80
				1-24000 - Payroll Liabilities	27.55
				1-24000 - Payroll Liabilities	27.55
TOTAL					<u>290.70</u>
				Total	<u><u>\$ 1,054,227.33</u></u>

Contract Modifications for Board Ratification

Baseline Metropolitan District No. 1

Baseline-160th Avenue (BASELINE-160AVE)

<i>Contractor:</i> Asphalt Specialties, Inc.	<i>Modification Date:</i> 10/26/2023	<i>Modification Amount:</i> \$76,099.20	<i>Contract #:</i> Cnt-01343
<i>Modification Description:</i> Change Order #3	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> 160th Ave Public Road Improvements-Concrete barrier placement request			<i>Contractor Signed Date:</i>

<i>Contractor:</i> Asphalt Specialties, Inc.	<i>Modification Date:</i> 11/15/2023	<i>Modification Amount:</i> \$1,533.53	<i>Contract #:</i> Cnt-01343
<i>Modification Description:</i> Change Order #4	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> Sawcut asphalt driveway two to east			<i>Contractor Signed Date:</i>

<i>Contractor:</i> Asphalt Specialties, Inc.	<i>Modification Date:</i> 11/29/2023	<i>Modification Amount:</i> \$2,075.00	<i>Contract #:</i> Cnt-01343
<i>Modification Description:</i> Change Order #5	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> Over-excavation and removal around Sheridan and 160th Ave intersection			<i>Contractor Signed Date:</i>

<i>Contractor:</i> Wagner Construction, Inc.	<i>Modification Date:</i> 11/28/2023	<i>Modification Amount:</i> \$3,250.00	<i>Contract #:</i> Cnt-01342
<i>Modification Description:</i> Change Order #14	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> Additional pipe crew mobilization for storm sewer in order to stay on schedule			<i>Contractor Signed Date:</i> 1 /15/2024

<i>Contractor:</i> Wagner Construction, Inc.	<i>Modification Date:</i> 11/28/2023	<i>Modification Amount:</i> \$19,375.76	<i>Contract #:</i> Cnt-01342
<i>Modification Description:</i> Change Order #15	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> Out of sequence work costs due to encountering unidentified conflicts			<i>Contractor Signed Date:</i> 1 /15/2024

Baseline Metropolitan District No. 1

<i>Contractor:</i> Wagner Construction, Inc.	<i>Modification Date:</i> 10/24/2023	<i>Modification Amount:</i> \$4,409.37	<i>Contract #:</i> Cnt-01342
<i>Modification Description:</i> Change Order #16	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> Testing of 36" and 20" water lines as directed by CCOB to upsize the blowoff hydrants to 6" diameter in order to effectively flush and test the pipe			<i>Contractor Signed Date:</i> 1 /15/2024

<i>Contractor:</i> Wagner Construction, Inc.	<i>Modification Date:</i> 1 /2 /2024	<i>Modification Amount:</i> \$37,050.54	<i>Contract #:</i> Cnt-01342
<i>Modification Description:</i> Change Order # 17	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> Advanced Contracting's Scope Extra Work: Additional hydrovac work, labor to work around utilities and obstacles, and extra trucking			<i>Contractor Signed Date:</i> 1 /15/2024

Baseline East Sheridan Residential Phase 2 (BASELINE-ESRPH2)

<i>Contractor:</i> Lat40	<i>Modification Date:</i> 2 /22/2023	<i>Modification Amount:</i> \$7,825.00	<i>Contract #:</i> Cnt-01262
<i>Modification Description:</i> Work Order #2023-01	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 9 /1 /2023	
<i>Modification Scope:</i> Construction Staking Services			<i>Contractor Signed Date:</i> 9 /8 /2023

Baseline O&M (BASELINE-OM)

<i>Contractor:</i> Environmental Designs, Inc.	<i>Modification Date:</i> 1 /1 /2024	<i>Modification Amount:</i> \$7,500.00	<i>Contract #:</i> Cnt-00746
<i>Modification Description:</i> Work Order #2024-04	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 1 /12/2024	
<i>Modification Scope:</i> Winter Watering Services			<i>Contractor Signed Date:</i> 1 /15/2024

<i>Contractor:</i> Environmental Designs, Inc.	<i>Modification Date:</i> 1 /1 /2024	<i>Modification Amount:</i> \$17,500.00	<i>Contract #:</i> Cnt-00746
<i>Modification Description:</i> Work Order #2024-05	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 1 /15/2024	
<i>Modification Scope:</i> Irrigation Repair and Upgrade Services			<i>Contractor Signed Date:</i> 1 /15/2024

Baseline Metropolitan District No. 1

<i>Contractor:</i> Environmental Designs, Inc.	<i>Modification Date:</i> 1 /1 /2024	<i>Modification Amount:</i> \$1,000.00	<i>Contract #:</i> Cnt-00746
<i>Modification Description:</i> Work Order #2024-06	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 1 /12/2024	
<i>Modification Scope:</i> Utility Locate Services	<i>Contractor Signed Date:</i> 1 /15/2024		

<i>Contractor:</i> Environmental Designs, Inc.	<i>Modification Date:</i> 1 /1 /2024	<i>Modification Amount:</i> \$15,000.00	<i>Contract #:</i> Cnt-00746
<i>Modification Description:</i> Work Order #2024-07	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 1 /12/2024	
<i>Modification Scope:</i> Site Cleanup Services	<i>Contractor Signed Date:</i> 1 /15/2024		

Baseline Seeding & Tract Establishment (BASELINE-SEED)

<i>Contractor:</i> Environmental Designs, Inc.	<i>Modification Date:</i> 7 /7 /2023	<i>Modification Amount:</i> \$2,034.53	<i>Contract #:</i> Cnt-01361
<i>Modification Description:</i> Change Order #1	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 7 /12/2023	
<i>Modification Scope:</i> Native Mowing Services	<i>Contractor Signed Date:</i> 7 /13/2023		

<i>Contractor:</i> Environmental Designs, Inc.	<i>Modification Date:</i> 7 /7 /2023	<i>Modification Amount:</i> \$4,217.35	<i>Contract #:</i> Cnt-01361
<i>Modification Description:</i> Change Order #2	<i>Payment Method:</i> Time & Materials	<i>District Signed Date:</i> 7 /12/2023	
<i>Modification Scope:</i> Boring Under Sidewalk-3" Sleeve	<i>Contractor Signed Date:</i> 7 /13/2023		

Baseline Sheridan Parkway Phase 2 (BASELINE-SHERPWP2)

<i>Contractor:</i> Asphalt Specialties, Inc.	<i>Modification Date:</i> 11/14/2023	<i>Modification Amount:</i> \$7,132.50	<i>Contract #:</i> Cnt-01343
<i>Modification Description:</i> Change Order #4	<i>Payment Method:</i> Lump Sum	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> Temporary striping required to open 160th Ave. Includes mobilization and anticipated removal	<i>Contractor Signed Date:</i> 		

Baseline Metropolitan District No. 1

<i>Contractor:</i> Wagner Construction, Inc.	<i>Modification Date:</i> 12/4 /2023	<i>Modification Amount:</i> \$72,352.07	<i>Contract #:</i> Cnt-01342
<i>Modification Description:</i> Change Order #2	<i>Payment Method:</i> Unit Price	<i>District Signed Date:</i> 1 /9 /2024	
<i>Modification Scope:</i> Hydrant Laterals #0, 1, 2, & 3 Changes			<i>Contractor Signed Date:</i> 1 /15/2024



To: Baseline Metropolitan District Board of Directors
 From: Pinnacle Consulting Group, Inc.
 Subject: Managers' Report
 Board Meeting Date: February 1, 2024

General District Matters

- **Primary Contact:** Please contact Bryan Newby, District Manager, at bryann@pcgi.com or basemdadmin@pcgi.com for any District matters which include operations, Board of Directors relations, financial management, compliance, and constituent relations.
- **Client Service Team:** Since the last board meeting, there have been no staff changes to the Client Service Team.
- **District Matters:** The District's management team executed District matters since the January 16, 2024, Board meeting. Monthly, District management provides the following services:
 - Adheres to administrative and compliance matters.
 - Processes monthly payables and financial reports.
 - Oversees District budget and operational expenditures.
 - Oversees District operations per the approved Service Plan and District needs.
 - Collaborates with legal counsel on legal matters.
 - Oversee preparation and distribution of Board packets including agenda, minutes, reports, contracts, and agreements prior to Board meetings.
 - The Manager consistently communicates with the Board including periodic status reports at each Board meeting.
- **Website Analytics:** Website analytics allows management to review website activity throughout the year.

Last Month	YTD
44+ Visits	42+ Visits
44+ Unique Visitors	42+ Unique Visitors
79+ Page Views	78+ Page Views

- **Compliance Matters:** Annually, District Management ensures the District meets required statutory responsibilities and tracks compliance accordingly.

Compliance Matters	Responsible	Due Date	Completion
File Boundary Map	PCGI	01/01/2024	Completed
Post Transparency Notice	PCGI	01/15/2024	Completed
File Certified Copy of Adopted Budget	PCGI	01/31/2024	Completed
Renew SDA Membership	PCGI	03/01/2024	
File Audit Exemptions	PCGI	03/31/2024	
Submit Audit to Governing Board	PCGI	06/30/2024	

Baseline Metropolitan District
 c/o Pinnacle Consulting Group, Inc.
 Main office located at 550 W. Eisenhower Blvd., Loveland, CO 80537
 Phone: (970) 685-2770
 Email: basemdadmin@pcgi.com

Serving our clients and community through excellent dependable service.

File Audit	PCGI	07/30/2024	
File Annual Report	PCGI	10/01/2024	
Draft 2024 Budgets Distributed to Board of Directors	PCGI	10/15/2024	
Renew Property & Liability Insurance	PCGI	12/01/2024	
Certify Mill Levies	PCGI	12/15/2024	
Adopt Budget	PCGI	12/31/2024	
Ensure Website Compliance	PCGI	12/31/2024	
Payables	PCGI/Board	Monthly	Sent to Board third week of the month

Operations & Maintenance Updates & Activities

-Construction Trash at Basin Park.

-Trash was picked-up on 1/25/24 by EDI.



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-Retaining wall is 85% complete. BV is currently filling in the gaps with crushed rock and mortar.

-Pruning of grasses and Shrubs has been completed.

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<i>TO:</i>	Baseline Metropolitan District Board of Directors
<i>FROM:</i>	Irene Buenavista, Senior Accounting Manager Pinnacle Consulting Group, Inc.
<i>SUBJ:</i>	Financial Memo
<i>DATE:</i>	1/25/2024

Revenues

- Tax Increment Revenues (TIF)
 - Total TIF collections in 2023 were \$8,340,784.
 - \$860,331 was used to fund operating expenses. The remaining \$7,480,453 were used to fund debt service expenses.
- Service Expansion Fee (SEF)
 - Total SEF collections in 2023 were \$164,667.
 - SEF revenues were reserved for use in the Capital Fund.
- Use Tax
 - Total Use Tax collections in 2023 were \$652,371.
 - Use Tax revenues were reserved for use in the Capital Fund.

Expenses

- General Fund expenses were \$181k under budget for 2023.
- Unused budgets were mostly for snow removal, landscaping, engineering, utilities, and other professional services.
- The District had sufficient revenues to make scheduled June and December payments. Available funds were used to make payments on the 2021 subordinate bonds as required by the indenture.

Current Projects

- Budgets and tax compliance forms are prepared for the 1/31 deadlines.
- The Q4 bond compliance report will be submitted to the Trustee by February 5th.
- Audit fieldwork for District 1 is scheduled for the week of 5/13.
- Audit exemptions will be prepared for Districts 2-9. Applications will be distributed for board approval early March.

Offices Located in Loveland and Denver

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 (970)669-3611 (303)333-4380
www.PCGI.com

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