

MINUTES OF THE JOINT REGULAR MEETING OF THE  
BOARDS OF DIRECTORS

OF

ERIE COMMONS METROPOLITAN DISTRICT NOS. 1 and 3

Held: April 26, 2023, at 6:30 P.M., held via Zoom  
Teleconference.

Attendance/Qualification

A joint regular meeting of the Boards of Directors of Erie Commons Metropolitan District Nos. 1 and 3 was held as shown above and in accordance with the applicable statutes of the State of Colorado. The following Directors, having confirmed their qualification to serve on the Boards, were in attendance:

For District No. 1:

Jon R. Lee  
Jessica Brothers  
Steve Rane

For District No. 2: *A quorum wasn't present so the meeting was cancelled.*

For District No. 3:

Jon R. Lee  
Jessica Brothers  
Steve Rane

*Also present for the District: K. Sean Allen, Esq., White, Bear, Ankele, Tanaka & Waldron, Attorneys at Law, District general counsel and members of the public.*

Combined Meeting

The Boards of Directors of the Districts have determined to hold a joint meeting of the Districts and to prepare joint minutes of actions taken by the Districts in such meetings. Unless otherwise noted herein, all official action reflected in these minutes shall be deemed to be the action of all Districts. Where necessary, action taken by an individual District will be reflected in these minutes.

Call to Order/Quorum

It was noted that a quorum of the Districts' Boards was present, and the meeting was called to order.

Disclosure Matters

Mr. Allen advised the Boards that, pursuant to Colorado law, certain disclosures by the Directors may be required prior to taking official action at the meeting. The agenda for the meeting was reviewed, following which each Director confirmed that

nothing appeared on the agenda for which disclosure certificates had not been filed. The disclosure certificates, having been reviewed by the relevant Directors, were made part of the official minutes of the meeting by reference. The Boards determined that participation by the Directors with potential conflicts of interest was necessary to obtain a quorum or otherwise enable lawful action to occur.

Approval of Agenda

The Directors reviewed the agenda. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the agenda as presented.

Approval of Minutes

The minutes from the October 26, 2022 joint meeting were reviewed by the District Nos. 1 and 3 Boards. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the minutes.

The District No. 2 January 11, 2023 meeting minutes will be considered by District No. 2 at its next meeting.

Public Comment

None.

District No. 2: Status of Vacant Land Sale to Aspen Ridge Charter School; Special Warranty Deed, Contract to Buy and Sell Real Estate, Closing

It was noted that District No. 2 previously authorized the sale of the vacant land and that the purchase and sales agreement and warranty deed with conditions has been drafted and shared with buyer's counsel and once finalized it will be executed.

**Financial Matters**

Financial Statements and Payables

Director Rane presented the March 31, 2023 financial statements and the payables to the Boards for District Nos. 1 and 3. Following Discussion, upon a motion duly made and seconded, the Boards unanimously approved the financials and ratified the payables.

2022 Audit

The Boards for District Nos. 1 and 3 reviewed the audit exemptions. Following discussion, upon motion duly made and seconded, the Board approved the exemptions.

**General Matters**

Consider CLA for Accounting Services; CDA Designation

The Boards for District Nos. 1 and 3 reviewed accounting services with CLA. Following discussion, upon motion duly made and seconded, the Board approved engagement.

Consider 2023 Construction Management Renewal Rates      It was noted that District No. 1 still has a need for Construction Management services. Following discussion, upon motion duly made and seconded, the Board approved the renewal rates.

District No. 2 May 2023 New Director Terms of Office May 2027/Oath of Office (Kelly Farmer, Randa Taylor, Patrick Hofmann)      None.

Consider 2023 Annual Administrative Resolution (enclosure)      The Boards reviewed the 2023 Annual Administrative Resolution for District Nos. 1 and 3. Following discussion, upon motion duly made and seconded, the Boards adopted the resolution.

District No. 3 Maintenance Committee Report; 2023 Management and 2023 Maintenance Service Vendors; Revenue for Maintenance-Service Plan 15 Mill Limit      Mr. Rane reminded the Board of District No. 3 that Flagship Properties is the current property manager and Brightview is the landscaper. Mr. Rane reported that the snow removal scope was forced to be reduced due to the revenue shortage and no ability to pay of a larger scope of snow removal services, and it may take a voluntary opt in by the various commercial property owners for supplemental snow removal services. It was noted that the parking lot and common area landscape has improved since the first year of the program.

Next Regular Meeting      The next regular meeting of the Boards of Directors will be held on October 25, 2023.

Adjournment      There being no further business to come before the Boards, and upon motion duly made, seconded and unanimously carried, the Boards determined to adjourn the meeting.

The foregoing minutes were approved by the Boards of Directors on October 25, 2023, and constitute a true and correct copy of the minutes of the above-referenced meeting.



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Secretary for the Meeting