

MINUTES OF THE JOINT SPECIAL MEETING OF THE  
BOARDS OF DIRECTORS

ERIE COMMONS METROPOLITAN DISTRICT NOS. 1-3

Held: April 21, 2021, at 6:30 P.M., held via Zoom  
Teleconference.

Attendance/Qualification

A joint special meeting of the Boards of Directors of Erie Commons Metropolitan District Nos. 1-3 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:

Jon R. Lee  
Jessica Brothers  
Steve Rane  
Kelly Farmer

For District No. 3:

Jon R. Lee  
Jessica Brothers  
Steve Rane  
Logan Grover

*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 so reflected in these minutes.

Call to Order/Quorum

It was noted that a quorum of the Districts' Boards were present and called the meeting 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 motion duly made and seconded, the Boards approved the agenda for District Nos. 1-3.

Approval of Minutes The joint minutes for District Nos. 1-3 from the October 22, 2020 joint meeting were reviewed by the respective Boards. Following discussion, upon motion duly made and seconded, the Boards approved their respective minutes and joint minutes.

Public Comment None.

### **Financial Matters**

Financial Statements and Payables Director Rane and Director Brothers presented the financial statements dated March 31, 2021 and payables. Following Discussion, upon motion duly made and seconded, the Boards unanimously accepted their respective financial statements and ratified the payables.

2020 Audit Director Rane presented the 2020 Audit Exemption Applications for District Nos. 1 & 3 and the 2020 Audit for District No. 2. Following discussion, upon a motion duly made and seconded, the Boards approved the 2020 Audit Exemptions and Audit.

### **General Matters**

Consider Approval of 2021 Annual Administrative Resolution The Boards reviewed their respective 2021 Annual Administrative Resolution. Following discussion, upon a motion duly made and seconded, the Boards adopted their resolution.

District Website It was noted that the District Website is under construction, and will be completed within a month.

2021 Accounting/Construction The Boards engaged in a general discussion regarding the 2021 Accounting/Construction Management Renewal and Rates.

Management Renewal and Rates

Following discussion, upon a motion duly made and seconded, the Boards approved the management renewal and rates for District Nos. 1-3.

District No. 3 Maintenance Committee Report; Maintenance Services; Maintenance Fees

Director Rane noted to the District No. 3 Board that a committee of business owners had been formed to facilitate and recommend maintenance services for commercial common areas. It was noted that there was a one-time clean up done in the Fall of 2020. The Committee is looking for a landscape maintenance contractor, need for major parking lot repairs, and a management company to help with maintenance.

Discussion regarding some commercial property owners not paying their full allocated share of the maintenance costs and remedy options.

Following discussion, upon a motion duly made and seconded, the Board approved the landscape maintenance service/management agreement and parking lot pothole repair agreement.

Next Regular Meeting

The next regular meeting of the Boards of Directors will be held on October 27, 2021.

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 27, 2021, and constitute a true and correct copy of the minutes of the above-referenced meeting.

*Steve Rane*  
Steve Rane (Nov 24, 2021 09:27 MST)

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Secretary for the Meeting