

**COLLIERS HILL METROPOLITAN DISTRICT NOS. 2 & 3  
JOINT SPECIAL MEETING**

April 28, 2023 at 10:00 A.M.

*This meeting will be held via teleconferencing and can be joined through the directions below:*

Zoom Meeting Link:

<https://us06web.zoom.us/j/82161858675?pwd=U2UvL3l6bm9RVGxJTFh0bUR4YTkyQT09>

Meeting ID: 821 6185 8675

Passcode: 577197

Call In Numbers: 1(720) 707-2699 or 1(719) 359-4580

**Board of Directors**

Kurtis Williams, Treasurer	Term Expires May 2023
Aaron Clutter, Secretary	Term Expires May 2023
John Bryant, Asst. Secretary (District No. 2)	Term Expires May 2025
Matt Jenkins, President	Term Expires May 2023
VACANT (District Nos. 2-3)	Term Expires May 2025
VACANT (District No. 3)	Term Expires May 2025

AGENDA AND NOTICE

1. Call to Order; Declaration of Quorum/Director Qualifications/Disclosure of Conflicts
2. Approval of Agenda
3. Approval of Minutes – March 10, 2023 (*enclosure*)
4. JR Engineering/Construction Report:
  - a. Public Improvement Construction Status
  - b. Contractor and Construction Contract Awards
  - c. District No. 3 Community Center Construction Report
5. Financial Matters
  - a. Public Improvement Community Wide Benefit Cost Allocation
  - b. Financial Statements
  - c. Payables
  - d. District No. 3 Change Orders and Project Fund Requisitions
  - e. District No. 3 2022 Budget Amendment Hearing and Resolution (*enclosure*)
6. General Matters
  - a. Discuss District No. 2 2023 Director Election Status (Four Candidates for the Three May 2027 Term Seats)
  - b. Landscape Map; Tract Ownership and Conveyance to Districts; HOA/District Landscape Maintenance Agreement
  - c. New Law Requiring “No Action Annual Meeting” [Discuss Status of Public Improvements, Debt, Audited Financials Revenues/Expenses to Budget YTD, Q&A]
7. Other Business
  - a. Housing Construction Status Report
  - b. Public Comment – Members of the public may express their views to the Boards on matters that affect the Districts that are not otherwise on the agenda. Comments will be limited to three (3) minutes per person. Comments will be taken in the order reflected on the sign in sheet
  - c. Next Regular Meeting (May 12, 2023)/Adjourn

2023 Regular Meetings	Location
District Nos. 2-3: Second Friday of Every Month at 10:00 a.m. Call 303-858-1800 with meeting questions	7200 South Alton Way, Suite C2400, Centennial, CO  and/or by Zoom Teleconference
Notice of Meetings are sent to the Town of Erie five (5) business days prior to Meetings	

MINUTES OF A JOINT REGULAR MEETING OF THE  
BOARDS OF DIRECTORS

OF

COLLIERS HILL METROPOLITAN DISTRICT NOS. 2 AND 3

Held: March 10, 2023 at 10:00 A.M. held via Zoom  
Teleconference

Attendance/Qualification

A joint regular meeting of the Boards of Directors of Colliers Hill Metropolitan District Nos. 2 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:

Matt Jenkins  
Kurtis Williams  
Aaron Clutter  
John Bryant (District No. 2)

*Also present for the District: K. Sean Allen, Esq., White, Bear, Ankele, Tanaka & Waldron, Attorneys at Law, District general counsel; Cathy Hamilton, Simmons & Wheeler, P.C., District accountant; Dylan Evans, JR. Engineering; Emily VonFeldt, Resident of District No. 2.*

Declaration of Quorum

Director Jenkins noted that a quorum of the Boards was present and called the meeting to order.

Disclosure Matters

Mr. Allen advised the Boards that, pursuant to Colorado law, certain disclosures might be required prior to taking official action at the meeting. Mr. Allen reported that disclosures for those directors that provided White Bear Ankele Tanaka & Waldron with notice of potential or existing conflicts of interest were filed with the Secretary of State's Office and the Boards at least 72 hours prior to the meeting, in accordance with Colorado law, and those disclosures were acknowledged by the Boards. Mr. Allen inquired into whether members of the Boards had any additional disclosures of potential or existing conflicts of interest with regard to any matters scheduled for discussion at the meeting. No additional disclosures were noted. The participation of the members present was necessary to obtain a quorum or to otherwise enable the Boards to act.

Joint Meeting

The Boards of Directors of the Districts have determined to hold a joint meeting 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 both Districts. Where necessary, action taken by an individual District will be so reflected in these minutes.

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 –  
February 10, 2023

The Boards reviewed the minutes from the February 10, 2023 meetings. Following discussion, upon a motion duly made and seconded, the Boards unanimously approved the minutes.

**JR**  
**Engineering/Construction**  
**Report**

Public Improvement  
Construction Status

Mr. Evans provided a summary of the ongoing public infrastructure construction.

Contractor and Construction  
Contract Awards

The District No. 3 Board reviewed the Filing 4G landscape bid and agreement with Arrow J Landscape and Design. Following discussion including confirmation from Developer of advances necessary for funding appropriation, upon motion duly made and seconded, the Board approved release of notice of award, the agreement, and notice to proceed on condition of receipt of funding necessary for appropriation.

District No. 3 Community  
Center Construction Report

Mr. Evans noted that the pool building concrete slabs have been poured and the foundations wall will be installed soon.

**Financial Matters**

Financial Statements

Ms. Hamilton presented the to date December 31, 2022 financial statements for District Nos. 2 and 3. Following discussion, upon a motion duly made and seconded, the Boards approved their statements.

Payables

Ms. Hamilton presented the payables for District Nos. 2 & 3. Following discussion, upon a motion duly made and seconded, the Boards accepted the payables. It was noted that District No. 3 is in need of property tax revenue and developer advances to pay general fund costs. The District No. 2 approved the requisition of the small remaining balance in its project fund for payment to Brightview.

D3 Finance of Community  
Wide Public Improvements

Mr. Evans provided a spreadsheet showing District No. 3's financing of community wide benefiting public improvements

Benefitting D2 and D3 some of which are physically located in District No. 2. It was noted that approximately \$2M to \$3M worth of the improvements are located within District No. 2 boundary. Mr. Evans will update the cost allocation estimates for presentation at the Aril 2023 meeting.

D3 Project Fund Requisition The Board reviewed District No. 3’s project fund remaining balance and requisition capacity. It was noted that progress payments to Waner will be held until the Town of Erie releases the escrow payment to the District or a capital advance is made by the developer.

Town of Erie Escrow Account Funding Requisition; Developer Capital Advances It was noted there is approximately \$2,500,000.00 held in the escrow account with the Town of Erie which will be release from escrow and made available to the Districts once the Town, escrow agent and Trustee confirm the release procedure.

**General Matters**

Discuss District No. 2 2023 Director Election Status Mr. Allen reported that District No. 2 will have a full director election as there are four candidates seeking election to the three May 2027 term seats on the Board.

Landscape Map; Tract Ownership and Conveyance to Districts; HOA/District Landscape Maintenance Agreement Director Jenkins reported that the landowner of the various landscape tracts is expected to present conveyance deeds to the Districts which will then be considered for acceptance of the land conveyance.

**Other Business**

Housing Construction Status Report Home construction activity is ongoing.

Public Comment None.

Next Regular Meeting (April 28)/Adjourn 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 constitute a true and correct copy of the minutes of the above-referenced meeting.

Approved by the Boards of Directors on April 28, 2023.

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Secretary

**COLLIERS HILL METROPOLITAN DISTRICT NO. 3  
RESOLUTION TO AMEND 2022 BUDGET**

WHEREAS, the Board of Directors of Colliers Hill Metropolitan District No. 3 (the “District”) certifies that at a regular meeting of the Board of Directors of the District held April 28, 2023 a public hearing was held regarding the 2022 amended budget, and, subsequent thereto, the following Resolution was adopted by affirmative vote of a majority of the Board of Directors:

WHEREAS, the Board of Directors of the District adopted a budget and appropriated funds for fiscal year 2022 as follows:

Debt Service Fund	\$1,443,500
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and;

WHEREAS, the necessity has arisen for additional expenditures by the District due to additional costs which could not have been reasonably anticipated at the time of adoption of the budget, requiring the expenditure of funds in excess of those appropriated for fiscal year 2022; and

WHEREAS, funds are available for such expenditure.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the District does hereby amend the adopted budget for fiscal year 2022 as follows:

Debt Service Fund	\$1,460,000
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BE IT FURTHER RESOLVED, that such sums are hereby appropriated from the revenues of the District to the funds named above for the purpose stated, and that any ending fund balances shall be reserved for purposes of complying with Article X, Section 20 of the Colorado Constitution.

*[Remainder of Page Intentionally Left Blank]*

ADOPTED APRIL 28TH, 2023.

**DISTRICT:**

**COLLIERS HILL METROPOLITAN DISTRICT NO. 3**, a quasi-municipal corporation and political subdivision of the State of Colorado

By: \_\_\_\_\_  
Officer of the District

Attest:

By: \_\_\_\_\_

**APPROVED AS TO FORM:**

WHITE BEAR ANKELE TANAKA & WALDRON  
Attorneys at Law

\_\_\_\_\_  
General Counsel to the District

STATE OF COLORADO  
COUNTY OF WELD  
COLLIERS HILL METROPOLITAN DISTRICT NO. 3

I hereby certify that the foregoing resolution constitutes a true and correct copy of the record of proceedings of the Board adopted at a meeting held via teleconference on April 28, 2023, as recorded in the official record of the proceedings of the District.

IN WITNESS WHEREOF, I have hereunto subscribed my name this 28<sup>th</sup> day of April, 2023.

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