

## RECORD OF PROCEEDINGS

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MINUTES OF A SPECIAL MEETING OF THE BOARD OF DIRECTORS

OF THE

CRYSTAL VALLEY SHOPS METROPOLITAN DISTRICT

Held: Thursday, March 14, 2024, at 2:00 p.m. via an online meeting at <https://zoom.us/j/7848826891>, and via telephone conference at Dial-In: 1-719-359-4580, Meeting ID: 784 882 6891, Passcode: 0000.

**Attendance:**

A Special meeting of the Board of Directors of Crystal Valley Shops Metropolitan District was called and held as shown in accordance with the statutes of the State of Colorado.

The following Directors were present:

Andrew Biggs

Also present were: Alicia J. Corley, Icenogle Seaver Pogue, P.C.; Ann Finn, Public Alliance, LLC

**Call to Order/Declaration of Quorum:**

Director Andrew Biggs, noting the presence of a quorum, called to order the special meeting of the Board of Directors (the “Board”) of the Crystal Valley Shops Metropolitan District (the “District”) at approximately 2:00 p.m.

**Directors Matters/Disclosure Matters:**

Ms. Corley advised the Board that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each Board member confirmed the contents of any written disclosure previously made, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting.

Director Andrew Biggs disclosed his ownership interests of property located in the District and association with Proterra Properties, LLC. This disclosure is associated with approval of items on the agenda that may affect his interests.

Ms. Corley advised that written disclosures of these interests had been filed with the Secretary of State at least seventy-two hours prior to the meeting.

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**Approval of/Additions To/  
Deletions From the Agenda:**

After review and discussion, upon motion duly made, seconded, and unanimous vote by Director Biggs, the Board approved the agenda as presented.

**Public Comment:**

None.

**January 18, 2024  
Organizational Meeting  
Minutes:**

Following discussion, upon motion duly made, seconded, and unanimous vote by Director Biggs, the Board approved the minutes of the January 18, 2024 Organizational Meeting as presented.

**Legal Matters:**

**Appointment of Directors:** Following discussion, upon motion duly made, seconded, and unanimous vote by Director Biggs, the Board appointed Jeremy Pittman to the Board of Directors.

**Election of Officers:** Following discussion, upon motion duly made, seconded, and unanimous vote by Director Biggs, the Board elected the following slate of Officers:

Jeremy Pittman, President

**Financial Matters:**

**Application for Exemption from Audit:** The Board reviewed the Application for Exemption from Audit for 2023.

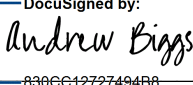
Following review and discussion, upon motion duly made, seconded, and unanimous vote by Director Biggs, the Board approved the Application for Exemption from Audit for 2023.

**Other Business:**

None.

**Adjourn:**

There being no further business to come before the Board, upon motion duly made, seconded, and unanimous vote Director Biggs, the Board the meeting was adjourned at 2:15 p.m.

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President