

MINUTES OF THE REGULAR MEETING OF THE BOARD  
OF DIRECTORS

OF THE

CHEROKEE RIDGE ESTATES METROPOLITAN  
DISTRICT

Held: Tuesday, March 12, 2025  
5660 Aspen Leaf Drive, Littleton, CO 80125  
5:30 p.m.

Attendance

The meeting of the Board of Directors of the Cherokee Ridge Estates Metropolitan District was called and held as shown above in accordance with the statutes of the State of Colorado. The following Directors, having confirmed their qualifications to serve on the Board, were in attendance:

John Cowan  
Eduardo San  
Bernd Sokolowski

Absent: None.

Also in attendance were Jeffrey E. Erb and Chloe Edens, Erb Law, LLC, Irene Berest, Novele Community Management, Inc., and members of the public.

Call to Order

Director Cowan noted that a quorum of the Board was in attendance. The meeting was called to order at 5:35p.m.

Disclosure Matters

The Directors confirmed their continuing qualification to serve on the Board. The Directors reported that they had disclosed their interests as residents and/or owners of property located in the District. Written disclosures of these interests have been filed with the Secretary of State and the Board.

The Board reviewed the agenda for the meeting, following which each Board member had the opportunity to identify any additional conflicts. No additional conflicts were identified.

Approval of Meeting  
Minutes

The Board reviewed the minutes from the November 13, 2024 regular District Board meeting. Upon motion made, seconded and unanimously carried, the minutes were approved as presented.

# RECORD OF PROCEEDINGS

---

## Financial Matters

The District Board reviewed a summary of the District's financials from December to February, including the District's status of delinquent payments, claims payable, and 2025 audit exemption approval signatures and submittals. Upon motion made, seconded and unanimously carried, the financials were accepted as presented and claims payable approved and ratified.

## District Manager Report

Ms. Berest discussed an update on the District website's regarding ADA compliance, including the compliance schedule and the need for the FAQ's section on the District's website to be reformatted.

Ms. Berest also discussed the documents currently on the district website highlighting the need to remove outdated documents and to add a notice informing residents that they may contact the district to request copies of older documents.

## Director Reports

Director Cowan discussed the current board vacancies, director Silva's resignation, director officer positions, and the election self-nomination applicants.

Director Cowan discussed the 2024 Budget surplus implementation.

Director Cowan discussed the status of snow plowing to date.

Director Cowan discussed the status of the leak in the south fire cistern, and the service line below the house, as well as plans for its repair.

Director Cowan discussed the responsibility of posting the board meeting agendas and meeting minutes to the District's website.

Director Cowan discussed the community directory and the estimated completion in April 2025.

Director Cowan discussed the annual septic inspections and pumping contractor pricing for 2025. He also noted that he has reached out to other contractors to perform the work, but they declined.

# RECORD OF PROCEEDINGS

---

Director Cowan discussed the rescheduling of the August meeting to August 27, 2025. Upon motion made, seconded and unanimously carried, the regular meeting date was changed to August 27, 2025.

Director San reported that he will get bids for road repairs to be done in 2025, which may include a repair on Aspen Leaf Drive. He also reported that the repair work on the front entry retaining wall will start in the next few weeks once there is a window of weathers with no risk of freezing temperatures.

Director San reported on the status on the asphalt repairs.

Director Sokolowski reported on the status of The Range development regarding fire mitigation, and the anticipation of thinning out the conifers in the area.

Director Sokolowski reported on the status of the proposed athletic facility development located west of Platte Creek and Airport Road.

The board discussed the homeowner association's lot sizing requirements and minimum square footage standards for ranch style homes.

## Attorney Report

Mr. Erb reported on the status of the 2025 May Director Election. Because there are not more persons running than seats up for election, as allowed by Colorado law, the election will be cancelled and the persons running are declared elected. Oaths of office must be taken within 30 days after the election date of May 6, 2025.

Mr. Erb reported on the status of the conflict-of-interest disclosures.

Mr. Erb reported the 2025 Attorney Fee Schedule. Upon motion made, seconded and unanimously carried, the 2025 Fees were approved as presented.

## Other Business

There was no other business.

## Public Comment

Public comment was made regarding whether there has been any additional discussion regarding the creation of additional lots in

# RECORD OF PROCEEDINGS

---

the community and the potential for additional repairs on the wall near the front entrance.

## Adjournment

There being no further business to come before the Board, and upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 6:53 p.m.

---

Secretary for the Meeting

DRAFT