

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE
BOARD OF DIRECTORS OF
CCP METROPOLITAN DISTRICT NO. 1
HELD
May 20, 2022

A regular meeting of the Board of Directors (“Board”) of the CCP Metropolitan District No. 1 (“District”) was convened on Friday, May 20, 2022, at 11:30 a.m. This District Board meeting was held via Zoom Videoconference. The meeting was open to the public.

ATTENDANCE

Directors present and acting:

Sarah Lavery, President
Cameron R. Bertron, Treasurer
Joel Scott, Assistant Secretary
Don Stage, Assistant Secretary

Also present were:

AJ Beckman, District Manager, Public Alliance, LLC
Noel Nail, Administrative Manager, Public Alliance, LLC
Sarah Warner, Landscape and Facilities Superintendent, Public Alliance, LLC
Jon Hoistad, Esq., McGeady Becher P.C.
Margaret Henderson, CliftonLarsonAllen LLP
Ty Holman, Haynie & Co.

**ADMINISTRATIVE
MATTERS**

Disclosure of Potential Conflicts of Interest: Attorney Hoistad noted a quorum was present and discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors to the Secretary of State. The members of the Board were requested to disclose any potential conflicts of interest with regard to any matters scheduled for discussion at this meeting and incorporated for the record those applicable disclosures made by the Board members prior to this meeting in accordance with statute. It was noted by Attorney Hoistad that disclosures of potential conflicts of interest were filed with the Secretary of State by the statutory deadline.

Agenda: The Board reviewed the Agenda for the meeting and following discussion, upon motion duly made by Director Bertron, seconded by Director Scott and, upon vote, unanimously carried, the Board approved the Agenda as presented and excused the absence of Director Duran.

Meeting Location: The Board entered into discussions regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District’s Board meeting. Following discussion, upon motion duly made by

Director Bertron, seconded by Director Scott and, upon vote, unanimously carried, the Board determined to conduct this meeting via Zoom videoconference. The Board noted that notice of this meeting and Zoom meeting information was duly posted on the District's website and the Board had not received any objections to the Zoom meeting or any requests that the meeting be changed by taxpaying electors within the District's boundaries.

May 3, 2022 Directors' Election: Mr. Beckman noted that the election was cancelled as allowed by statute as there were not more candidates than seats available. Director Scott was elected to a one-year term, and Directors Laverty, Stage, and Bertron were elected to three-year terms.

Appointment of Officers: Following discussion, upon motion duly made by Director Stage, seconded by Director Bertron and, upon vote, unanimously carried, the Board appointed the following slate of officers: Director Laverty as President, Director Bertron as Treasurer, and Directors Stage, Duran, and Scott as Assistant Secretaries. Mr. Beckman was selected to serve as Secretary to the Board. It was noted that Oaths of Office were administered prior to the meeting and have been filed with the Denver County Clerk and Recorder.

November 19, 2021 Special Meeting Minutes: Following discussion and review, upon a motion duly made by Director Stage, seconded by Director Bertron and, upon vote unanimously carried, the minutes of the November 19, 2022 Special Meeting were approved.

Public Comment: There was no public comment.

OPERATIONS AND MAINTENANCE

Landscaping Report: Mr. Beckman presented for the Board's review and consideration a report from BrightView Landscape Services, Inc. ("BrightView") regarding four dead trees in the District. He noted that he recommends deep root watering after the replacement trees have been planted and that aeration is scheduled in the coming weeks.

Discussion ensued regarding recommended watering and location of current irrigation. Ms. Warner stated that she would follow up on the irrigation location.

The Board discussed the cost of trees. Director Bertron directed Mr. Beckman to inquire of BrightView if the proposed trees are more expensive because of the placement, variety, or rising costs.

Following discussion and review, upon a motion duly made by Director Bertron, seconded by Director Stage and, upon vote unanimously carried, the Board approved the proposal for new trees and authorized Mr. Beckman

to negotiate a lower cost for tree replacement, healthcare, and deep root watering, and directed Mr. Beckman to negotiate the price of the change order.

Mr. Beckman presented for the Board's review and consideration options for enhanced security measures for the District from a cloud-based license plate recognition system, a video surveillance system, and a private security company. Discussion ensued regarding protection of public versus private property. It was decided that security issues are better handled by private entities rather than the District.

Mr. Beckman noted that the Adams and Denver County Sheriffs have been notified of the increase in crime in the area and that particularly the Adams County Sheriff has been responsive and recommends frequent calls to increase patrols.

Due to time constraints, Director Scott left the meeting following the conclusion of this discussion.

FINANCIAL MATTERS

2021 Audit Exemption: Ms. Henderson presented for the Board's review and ratification the 2021 Application for Audit Exemption.

Upon motion duly made by Director Bertron, seconded by Director Stage and, upon vote unanimously carried, the Board ratified the Application for Audit Exemption for 2021.

Unaudited Financial Statements: Ms. Henderson presented for the Board's review and consideration the unaudited financial statements.

Following discussion and review, upon a motion duly made by Director Stage, seconded by Director Bertron and, upon vote unanimously carried, the unaudited financial statements were approved as presented.

Master Service Agreement and Statement of work with CliftonLarsonAllen, LLP ("CLA"): Following discussion and review, upon a motion duly made by Director Bertron, seconded by Director Stage and, upon vote unanimously carried, the Board ratified approval of the Master Service Agreement and Statement of Work with CLA.

Reserve Study: Mr. Beckman noted that the Reserve Study is still with the preparer, Aspen Reserve Specialists. He reported that he will follow up with them and distribute the report to the Board once it is received. Director Laverty reported that there is a draft that is nearly finished that requires some edits. Director Bertron inquired about future budgeting. Director Laverty recommended re-reading the current draft of the study even though it may need to be recalculated.

LEGAL MATTERS

There were no legal matters.

OTHER BUSINESS

There was no other business.

ADJOURNMENT

There was no other business to come before the Board, and upon a motion duly made by Director Bertron, seconded by Director Stage, and upon vote unanimously carried, the meeting was adjourned at 12:21 p.m.

The foregoing record constitutes a true and correct copy of the Minutes of the above referenced meeting.

DocuSigned by:

Joel Scott

Secretary ID: 42828D44D...