

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF  
CCP METROPOLITAN DISTRICT NO. 1  
HELD  
AUGUST 19, 2022

A regular meeting of the Board of Directors (“Board”) of the CCP Metropolitan District No. 1 (“District”) was convened on Friday, August 19, 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

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  
Megan Becher, Esq., McGeady Becher P.C.  
Margaret Henderson, CliftonLarsonAllen LLP

**ADMINISTRATIVE  
MATTERS**

Disclosure of Potential Conflicts of Interest: Attorney Becher 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 Becher 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 Directors Duran and Stage.

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 20, 2022 Regular 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 May 20, 2022 Regular Meeting were approved.

Public Comment: There was no public comment.

**OPERATIONS AND MAINTENANCE**

Manager's Report: Mr. Beckman presented for the Board's review and consideration the Manager's Report. He updated the Board on projects completed by BrightView Landscaping Services, Inc ("BrightView") including tree replacements, detention pond cleaning, insect control treatment, and deep root fertilization. Ongoing maintenance includes irrigation repairs, trash pickups, and weed control.

Ms. Warner reported that the Public Alliance Field Services division has posted towing notices on illegally parked vehicles, which so far have all been removed by the various owners. Law enforcement was contacted regarding a sidewalk traffic impedance due to individuals laying on the sidewalk and also due to an encampment. A traffic study is being performed by the City and County of Denver in response to the District's request for parking limitations on 51<sup>st</sup> street. Ms. Warner further reported that staff installed a new air card in the WeatherTrak irrigation controller to enable remote programming and satellite control capabilities.

**FINANCIAL MATTERS**

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 Bertron, seconded by Director Scott and, upon vote unanimously carried, the unaudited financial statements were approved as presented.

Reserve Study: Mr. Beckman presented for the Board's review and consideration the final version of the Reserve Study, and noted that it incorporates the comments by the Board on previous versions.

Discussion ensued regarding the Operations and Maintenance Mill Levy and the amount to contribute toward reserves.

Following discussion and review, upon a motion duly made by Director Bertron, seconded by Director Scott and, upon vote unanimously carried,

the Board accepted the Reserve Study.

Director Bertron requested that the amount set aside for reserves be clearly identified in the 2023 Budget and in the financial reports going forward.

**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 Scott, and upon vote unanimously carried, the meeting was adjourned at 12:00 p.m.

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

DocuSigned by:

Joel Scott

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Secretary