

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF CCP METROPOLITAN DISTRICT NO. 3 HELD NOVEMBER 7, 2025

A regular meeting of the Board of Directors ("Board") of the CCP Metropolitan District No. 3 ("District") was convened on Friday, November 7, 2025, at 11:30 a.m. This District Board meeting was held via Zoom video/teleconference. The meeting was open to the public.

ATTENDANCE

Directors present and acting:

Sarah Lavery
Cameron R. Bertron
Don Stage
Judy Duran, Assistant Secretary
Joel Scott, Assistant Secretary

Also present were:

Ann Finn; Public Alliance, LLC
Jon Hoistad; McGeady Becher Cortese Williams P.C.
Margaret Henderson; CliftonLarsonAllen LLP

ADMINISTRATIVE MATTERS

Disclosure of Potential Conflicts of Interest: Ms. Finn 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.

Following discussion, upon a motion duly made by Director Bertron, seconded by Director Stage and, upon vote unanimously carried, the Board approved the Agenda.

Meeting Location: The Board entered into discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting, noting that this meeting was scheduled to be held via Zoom video/teleconference. The Board further noted that notice of this meeting, including the Zoom meeting information, was duly posted on the District's website and the Board has not received any objections to the format

or any requests that the meeting format be changed by taxpaying electors within the boundaries of the District.

May 6, 2025 Cancelled Regular Directors' Election: Ms. Finn noted that the election had been cancelled as allowed by statute as there were not more candidates than seats available. Directors Laverty, Bertron and Stage were each deemed elected by acclamation to four-year terms ending in May, 2029.

Appointment of Officers: The Board entered into discussion regarding the appointment of officers.

Following discussion, upon motion duly made by Director Scott, seconded by Director Bertron and, upon vote, unanimously carried, the following slate of officers were appointed:

President	Sarah Laverty
Treasurer	Cameron Bertron
Assistant Secretary	Don Stage
Assistant Secretary	Judy Duran
Assistant Secretary	Joel Scott

It was noted that Oaths of Office were administered prior to the meeting and have been filed with the Adams County Clerk and Recorder. Ms. Finn was appointed to serve as Secretary to the Board as a nonelected officer.

May 2, 2025 Regular Meeting Minutes: Following review, upon a motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board approved the Minutes of the May 2, 2025 Regular Meeting.

Public Comment: There was no public comment.

Meeting Resolution: Attorney Hoistad presented a Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices. The Board discussed 2026 meeting dates, and scheduled regular meetings on the 1st Friday in May, August and November, 2026 at 11:30 a.m. via Zoom.

Following discussion and review, upon a motion duly made by Director Stage, seconded by Director Bertron and, upon vote unanimously carried, the Board adopted the Resolution Establishing Regular Meeting Dates, Time, and Location, and Designating Location for Posting 24-Hour Notices.

Insurance Matters:

Renewal of the District's Insurance and SDA Membership for 2026: The Board entered into discussion regarding the renewal of the District's insurance and SDA membership for 2026.

Following discussion, upon a motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board authorized the renewal of the District's insurance and SDA membership for 2026.

**OPERATIONS AND
MAINTENANCE**

Operation and Maintenance Services for 2025:

Service Agreement for Landscape Services between the District and Brightview Landscape Services, Inc.: Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board approved the Service Agreement for Landscape Services between the District and Brightview Landscape Services, Inc.

Service Agreement for Snow Removal Services between the District and Brightview Landscape Services, Inc.: Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board approved the Service Agreement for Snow Removal Services between the District and Brightview Landscape Services, Inc.

Proposal for Pond Maintenance from Brightview Landscape Services, Inc.: Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board approved the proposal for Pond Maintenance from Brightview Landscape Services, Inc.

Proposal for 2026 Tree/Plant Health Care Services from Brightview Landscape Services, Inc.: Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board approved the proposal for 2026 Tree/Plant Health Care Services from Brightview Landscape Services, Inc.

Proposal for Winter Watering from Brightview Landscape Services, Inc.: Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board approved the proposal for Winter Watering from Brightview Landscape Services, Inc.

Proposal from Masterful Masonry for North and South Wall Repairs: Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board approved the proposal from Masterful Masonry for north and south retaining wall repairs.

Service Agreement with Spear Security Denver for 2026 Security Services: Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board authorized a Change Order to the Service Agreement with Spear Security Denver for 2026 security services.

2026 Towing Services: The Board authorized Public Alliance LLC to continue to use Elite Towing and Recovery for 2026 Towing Services.

2026 Trash Removal Services: No action was required by the Board.

Design Work for Pond A by Ware Malcomb Inc.: Ms. Finn reported that she has not received a response from Ware Malcomb, Inc. for the design work for Pond A.

FINANCIAL MATTERS

Claims: Ms. Henderson presented claims for the period from April 30, 2025 through October 31, 2025.

Following review, upon a motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board ratified approval of the payment of claims for the period from April 30, 2025 through October 31, 2025, in the amount of \$215,335.82.

Unaudited Financial Statements: Ms. Henderson presented the unaudited financial statements for the period ending September 30, 2025.

Following review, upon a motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board accepted the unaudited financial statements for the period ending September 30, 2025.

Public Hearing on Amendment to 2025 Budget: Director Lavery opened the public hearing to consider amendment of the 2025 Budget and to discuss related issues.

It was noted that publication of Notice stating that the Board would consider the amendment of the 2025 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

No public comments were received, and the public hearing was closed.

Following discussion, upon motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board adopted a Resolution to Amend the 2025 Budget.

Public Hearing on 2026 Budget: Director Lavery opened the public hearing to consider the proposed 2026 Budget and to discuss related issues.

It was noted that publication of Notice stating that the Board would consider adoption of the 2026 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this public hearing.

No public comments were received, and the public hearing was closed.

Ms. Henderson reviewed the estimated year-end 2025 revenues and expenditures and proposed 2026 estimated revenues and expenditures.

Following discussion, upon a motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board adopted the Resolution to Adopt the 2026 Budget and Appropriate Sums of Money, and the Resolution to Set Mill Levies (7.000 mills in the General Fund and 23.000 mills in the Debt Service Fund, for a total of 30.000 mills). The District Accountant was directed to transmit the Certification of Tax Levies to the Board of County Commissioners of Adams County no later than December 15, 2025. The District Manager was directed to transmit the Certification of Budget to the Division of Local Government no later than January 31, 2026.

DLG-70 Certification of Tax Levies Form and Mill Levy Public Information Form: Following discussion, upon a motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification form and Mill Levy Public Information form for certification to the Assessor and other interested parties.

Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan: The Board discussed the Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan and determined this Resolution is not necessary.

2027 Budget Preparation: Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board appointed the District Accountant to prepare the 2027 Budget.

2024 Audit: The Board discussed statutory requirements for an audit.

Following discussion, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board approved the engagement of Haynie & Company to perform the 2025 Audit.

Special Districts Preparation Statement of Work (SOW) between the District and CliftonLarsonAllen LLP for 2026 Accounting Services: Ms. Henderson reviewed the Special Districts Preparation Statement of Work

(SOW) between the District and CliftonLarsonAllen LLP for 2026 Accounting Services.

Following discussion, upon a motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board approved the Special Districts Preparation Statement of Work (SOW) between the District and CliftonLarsonAllen LLP for 2026 Accounting Services.

Cash Access and Internal Controls Memorandum from CliftonLarsonAllen LLP: Ms. Henderson presented and the Board acknowledged the Cash Access and Internal Controls Memorandum.

LEGAL MATTERS

HB25-1090 Compliance Related to Professional Services Provider Engagements: Attorney Hoistad explained the requirements of HB25-1090 and the manner in which McGeady Becher Cortese Williams P.C. is in compliance therewith.

District Transparency Notice: Attorney Hoistad discussed the special district transparency requirements of Section 32-1-809, C.R.S. with the Board. Following discussion, the Board directed that the notice be posted on the District website, the Special District's Association ("SDA") website, and filed with the Division of Local Government.

OTHER BUSINESS

Change Order No. 3 to Service Agreement for District Management Services between the District and Public Alliance, LLC: Ms. Finn reviewed Change Order No. 3 to the Service Agreement for District Management Services between the District and Public Alliance, LLC with the Board.

Following review, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board ratified approval of Change Order No. 3 to the Service Agreement for District Management Services between the District and Public Alliance LLC.

Annual Meeting Notice: he Board discussed the schedule for the District's Annual Meeting and publication of the related Notice pursuant to requirements of the Service Plan. Following discussion, the Board determined to schedule the Annual Meeting for December 8, 2025 at 10:00 a.m. via Zoom and directed District Management to coordinate publication of the required notice.

ADJOURNMENT

There being no further business to come before the Board, the meeting was adjourned.

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

Signed by:

Ann Finn

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Secretary