

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE  
BOARD OF DIRECTORS OF  
CCP METROPOLITAN DISTRICT NO. 1  
HELD  
MAY 5, 2023

A regular meeting of the Board of Directors (“Board”) of the CCP Metropolitan District No. 1 (“District”) was convened on Friday, May 5, 2023, 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  
Don Stage, Assistant Secretary  
Judy Duran, Assistant Secretary  
Joel Scott, Assistant Secretary

**Also present were:**

Geol Scheirman, District 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.

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

**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 2, 2023 Cancelled Regular Directors' Election:** Mr. Scheirman noted that the election was cancelled as allowed by statute as there were not more candidates than seats available. Directors Scott and Duran were deemed elected to four-year terms.

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

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

President	Sarah Lavery
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 Denver County Clerk and Recorder. Mr. Scheirman was appointed to serve as Secretary to the Board as a nonelected officer.

**December 2, 2022 Regular Meeting Minutes:** Following discussion and review, upon a motion duly made by Director Bertron, seconded by Director Stage and, upon vote unanimously carried, the minutes of the December 2, 2022 Regular Meeting were approved.

**Public Comment:** There was no public comment.

**OPERATIONS AND MAINTENANCE** **Manager's Report:** Mr. Scheirman reviewed the report with the Board. The Board asked if there could be anything done to protect the light poles from vandalism. Ms. Warner will look into what can be done.

**FINANCIAL MATTERS** **2022 Audit Exemption:** Ms. Henderson presented for the Board's review and ratification the Application for Audit Exemption for 2022.

Upon motion duly made by Director Stage, seconded by Director Duran and, upon vote unanimously carried, the Board ratified approval of the Application for Audit Exemption for 2022.

**Claims:** Ms. Henderson presented for the Board's review and consideration a list of the payment of claims for the period beginning November 12, 2022 through April 28, 2023.

Following discussion and review, upon a motion duly made by Director Bertron, seconded by Director Duran and, upon vote unanimously carried, the Board approved the payment of claims.

**Unaudited Financial Statements:** Ms. Henderson presented for the Board's review and consideration the unaudited financial statements for the period ending March 31, 2023.

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

**LEGAL MATTERS**

There were no legal matters at this time.

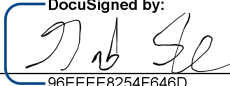
**OTHER BUSINESS**

None.

**ADJOURNMENT**

There was no other business to come before the Board, and upon a motion duly made by Director Stage, seconded by Director Duran, and upon vote unanimously carried, the meeting was adjourned at 12:02 p.m.

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

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Secretary