

CCP METROPOLITAN DISTRICT NO. 3 (“DISTRICT”)

405 Urban Street, Suite 310

Lakewood, CO 80228

720-213-6621

www.ccpmetrodistricts.com

NOTICE OF REGULAR MEETING AND AGENDA

DATE: Friday, November 1, 2024

TIME: 11:30 a.m.

LOCATION: VIA ZOOM

ACCESS: **The meeting may be joined through the directions below:**

<https://zoom.us/j/7848826891>

Dial In: 1-719-359-4580

Meeting ID: 784 882 6891

Password: 0000

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Sarah A. Lavery	President	May, 2025
Cameron R. Bertron	Treasurer	May, 2025
Don Stage	Assistant Secretary	May, 2025
Judy Duran	Assistant Secretary	May, 2027
Joel Scott	Assistant Secretary	May, 2027

I. ADMINISTRATIVE MATTERS

A. Present disclosures of potential conflicts of interest and confirm quorum.

B. Approve agenda; confirm location of meeting, posting of meeting notice.

C. Review and consider approval of the October 8, 2024 Special Meeting Minutes (enclosure).

D. Public Comment.

E. Discuss business to be conducted in 2025 and location (virtual and/or physical) of meetings. Schedule regular Board meetings and consider adoption of Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosure).

- F. Discuss requirements of Section 32-1-809, C.R.S., and direct staff regarding compliance for 2025 (District Transparency Notice) (post on District website).
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- G. Discuss and consider approval of 2025 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and T. Charles Wilson Insurance Service and discuss the following related items:

1. Authorize renewal of District's insurance and Special District Association ("SDA") membership for 2024.
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- H. Website Accessibility Discussion:

1. Establish Website Accessibility Committee to make final determinations regarding engagement and/or termination of service providers, if necessary.
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II. OPERATIONS AND MAINTENANCE

- A. Discuss operation and maintenance services for 2025:
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1. Consider approval of Service Agreement for Landscape Services between the District and Brightview Landscape Services, Inc. (to be distributed).

2. Consider approval of Service Agreement for Pond Maintenance from Brightview Landscape Services, Inc. (enclosure).

3. Consider approval of proposal for 2025 Tree/Plant Health Care Services from Brightview Landscape Services, Inc. (enclosure).

4. Discuss engaging security services.

5. Discuss trash removal services.

B. Discuss status of the design work for Pond A by Ware Malcomb.

III. FINANCIAL MATTERS

A. Review and consider ratification of approval of payment of claims (enclosure).

B. Review and consider acceptance of Unaudited Financial Statements for period ending September 30, 2024 (enclosure).

C. Conduct Public Hearing to consider amendment of the 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.

D. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (Budget Resolutions and 2025 Draft Budget enclosures).

E. Authorize District Accountant to prepare, and appoint Board Member to sign, the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form ("Certification"). Direct District Accountant to file the Certification with the Board of County Commissioners and other interested parties.

F. Consider appointment of District Accountant to prepare 2026 Budget.

G. Discuss statutory requirements for an audit. Consider approval of the engagement of Haynie & Company to perform the 2024 Audit (to be distributed).

- H. Discuss and consider approval of Special Districts Preparation Statement of Work (SOW) between the District and CliftonLarsonAllen LLP for 2025 Accounting Services (enclosure).
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- I. Review and consider approval of Resolution regarding Continuing Disclosure Policies and Procedures (enclosure).
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IV. LEGAL MATTERS

- A. Consider adoption of Resolution Calling a Regular Election for Directors on May 6, 2025, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosure). Self-Nomination and Acceptance Forms are due by February 28, 2025. Discuss need for ballot issues and/or questions.
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- B. Ratify approval of Public Service Company of Colorado Easement (enclosure).
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- C. Discuss rate increase for management services and consider approval of Change Order No. 2 to Service Agreement for District Management Services between the District and Public Alliance, LLC (enclosure).
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V. OTHER BUSINESS

- A. Acknowledge Annual Meeting Notice pursuant to the Service Plan.
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VI. ADJOURNMENT

**THERE ARE NO REGULAR MEETINGS SCHEDULED FOR THE
REMAINDER OF 2024.**