

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF  
CCP METROPOLITAN DISTRICT NO. 3  
HELD  
OCTOBER 8, 2024

A special meeting of the Board of Directors (“Board”) of the CCP Metropolitan District No. 3 (“District”) was convened on Tuesday, October 8, 2024, at 3:00 p.m. The District Board meeting was held in person at the offices of Public Alliance, LLC, 405 Urban Street, Ste. 310, Lakewood, Colorado 80228 and virtually via Zoom video/teleconference. The meeting was open to the public.

**ATTENDANCE**

**Directors present and acting:**

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

**Also present were:**

Ann Finn, District Manager; Public Alliance, LLC (via Zoom)  
Arielle Campo, Operations Supervisor; Public Alliance, LLC (in-Person)  
Jon Hoistad, Esq.; McGeady Becher P.C. (via Zoom)  
Margaret Henderson; CliftonLarsonAllen LLP (via Zoom)  
Tiffany Leichman; Sherman and Howard L.L.C. (via Zoom)  
Laci Knowles; D.A. Davidson & Co. (via Zoom)

**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.

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

**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.

Following discussion, upon motion duly made by Director Stage, seconded by Director Bertron and, upon vote unanimously carried, the Board determined to conduct this meeting at Public Alliance, LLC, 405 Urban Street, Suite 310, Lakewood, CO 80228 and via Zoom video/teleconference. The Board noted that notice of the date, time and physical location / 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.

**August 2, 2024 Regular Meeting Minutes:** Following review, upon a motion duly made by Director Scott, seconded by Director Stage and, upon vote unanimously carried, the Board approved the Minutes of the August 2, 2024 Regular Meeting.

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

## **OPERATIONS AND MAINTENANCE**

**Service Agreement for 2024-2025 Snow Removal Services by and between the District and BrightView Landscape Services, Inc.:** Following review and discussion, upon motion duly made by Director Bertron, seconded by Director Scott and, upon vote unanimously carried, the Board approved the 2024-2025 Snow Removal Agreement between the District and BrightView Landscape Services, Inc.

**Proposal for Tree Removal and Replacement between the District and BrightView Landscape Services, Inc.:** The Board reviewed the proposal from BrightView Landscape Services, Inc. for tree removal and replacement. Following discussion, the Board determined to replace the trees in the spring and to verify tree type for location.

Following discussion, upon motion duly made by Director Bertron, seconded by Director Scott and, upon vote unanimously carried, the Board approved the proposal from BrightView Landscape Services, Inc. for tree removal and replacement.

**Proposal for Winter Watering from BrightView Landscape Services, Inc.:** The Board reviewed the proposal from BrightView Landscape Services, Inc. for winter watering.

Following discussion, upon motion duly made by Director Scott, seconded by Director Duran and, upon vote, unanimously carried, the Board approved the proposal for Winter Watering from BrightView Landscape Services, Inc., for an amount not to exceed \$900.00.

**Proposal for Pavement Work on Logan Court & E. 52<sup>nd</sup> Avenue between the District and Rocky Mountain Pavement:** The Board discussed and determined to defer action on this matter.

**Temporary Easement Agreement (51<sup>st</sup> Avenue from Logan to Emerson Project) between the District and the City and County of Denver:**

Following review and discussion, upon motion duly made by Director Scott, seconded by Director Duran and, upon vote unanimously carried, the Board approved the Temporary Easement Agreement between the District and the City and County of Denver and authorized President Laverty to execute the Agreement.

**Public Service Company of Colorado Easement:** Following review and discussion, upon motion duly made by Director Bertron, seconded by Director Scott and, upon vote unanimously carried, the Board ratified approval of the Public Services Company of Colorado Easement and authorized President Laverty to execute the Easement.

**FINANCIAL MATTERS**

**Public Hearing on Amendment to 2024 Budget:** Director Laverty opened the public hearing to consider the proposed 2024 Budget Amendment and to discuss related issues.

Ms. Finn noted that a Notice stating that the Board would consider amending the 2024 budget and the date, time, and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

There were no comments, and the public hearing was closed.

Ms. Henderson presented for the Board's review and consideration the estimated 2024 expenditures.

Upon motion duly made by Director Stage, seconded by Director Bertron and, upon vote unanimously carried, the Board approved amending the 2024 budget and adopted the Resolution to Amend the 2024 Budget.

**Series 2024 Bonds:**

*Consent and Waiver – Adams County, dated September 18, 2024:* Attorney Hoistad noted that the Consent and Waiver from Adams County was received on September 18, 2024.

*Consent and Waiver - City and County of Denver:* Attorney Hoistad informed the Board that Denver had requested additional documents, which have been provided, and he anticipates receiving the Consent and Waiver prior to closing.

*Engagement of Sherman & Howard L.L.C. as District Bond Counsel:* The Board reviewed the Engagement Letter with Sherman & Howard, L.L.C. for District Bond Counsel services.

Following review, upon a motion duly made by Director Scott, seconded by Director Bertron and, upon vote unanimously carried, the Board approved the Engagement Letter with Sherman & Howard, L.L.C. for District Bond Counsel services.

*Engagement Letter by and among District No. 1, the District and North Slope Capital Advisors for Financial Advisor Scope of Services:* The Board reviewed the Engagement Letter by and among District No. 1, the District and North Slope Capital Advisors for Financial Advisor Scope of Services.

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 Engagement Letter by and among District No. 1, the District and North Slope Capital Advisors for Financial Advisor Scope of Services.

**Resolution Authorizing the Issuance of the District’s General Obligation Limited Tax Refunding Bonds, Series 2024, in a maximum aggregate principal amount of \$15,000,000 for the purpose of refunding its existing general obligation indebtedness and authorizing the execution and delivery of an Indenture of Trust, a Capital Pledge Agreement by and among the District, District No. 1 and UMB Bank, n.a., and any other related financing documents and instruments; authorizing the execution and delivery thereof and performance by the District thereunder; appointing a District Representative to act on behalf of the District under such Indenture of Trust; appointing a Sale Delegate to make certain determinations relating to the Bonds as authorized under Section 11-57-205, C.R.S.; and authorizing the execution and delivery thereof and performance by the District thereunder; authorizing incidental action; establishing the effective date thereof; and repealing prior inconsistent actions (“2024 Bond Resolution”):** Ms. Knowles discussed the structure of the Bond issuance. Ms. Leichman reviewed the 2024 Bond Resolution and underlying documents with the Board.

Following discussion, upon motion duly made by Director Duran, seconded by Director Bertron and, upon vote unanimously carried, the Board adopted the 2024 Bond Resolution and appointed the Board President as the Sale Delegate and Ms. Henderson as the District Representative for closing.

*Necessary Actions in Connection with the District’s Series 2024 Bond Issuance:* Following discussion, upon motion duly made by Director Duran, seconded by Director Bertron and, upon vote unanimously carried, the Board authorized any necessary actions in connection with the issuance of the District’s Series 2024 Bonds.

**LEGAL MATTERS**

None.

**OTHER BUSINESS**

None.

**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