

**MINUTES OF THE SPECIAL MEETING OF THE  
BOARD OF DIRECTORS OF THE  
CCP METROPOLITAN DISTRICT NO. 3  
HELD  
JUNE 19, 2020**

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A special meeting of the Board of Directors of the CCP Metropolitan District No. 3 (“Board”) was held on Friday, June 19, 2020 at 11:30 a.m. via an online GoToMeeting. This meeting was open to the public.

Attendance

In attendance were the following Board Members:

Sarah A. Laverty  
Don Stage  
Judy Duran  
Cameron R. Bertron

Also in attendance were:

Denise Denslow, Margaret Henderson and Jason Carroll; CliftonLarsonAllen LLP  
Jon Hoistad, Esq.; McGeady Becher P.C.

Call to Order /  
Quorum

The meeting was called to order by Director Laverty. A quorum was declared.

Conflict  
Disclosures

The Board discussed the requirements of Colorado law to disclose any potential conflicts of interest or potential breaches of fiduciary duty of the Board of Directors and 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 for all Directors 72 hours prior to the meeting.

Approval of  
Agenda, Location  
& Posting of  
Meeting Notice

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

The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District’s Board meeting. Following discussion and upon motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board determined that due to concerns regarding the spread of COVID-19 and the benefit to the control of the spread of the virus by limiting in-person contact, this meeting was conducted via telephone/video conference and encouraged public participation via telephone/video. Ms. Denslow reported that notice of the time,

date and format of the meeting were duly posted and that no objections to the location or any requests that the meeting format be changed by taxpaying electors within the District's boundaries have been received.

Results of May 5, 2020 Elections

Attorney Hoistad noted that the May 5, 2020 regular election was cancelled, as allowed under Statute, as there were not more candidates than seats available. It was noted that director Stage was elected to a 2-year term and Director Duran was elected to a 3-year term. Attorney Hoistad confirmed that the oaths of office for Director Duran and Director Stage were filed per statutory requirements.

Appointment of Officers

Following discussion, upon a motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board approved the following appointment of officers:

President: Sarah A. Laverty  
Treasurer: Cameron R. Bertron  
Assistant Secretary: Don Stage  
Assistant Secretary: Judy Duran

Public Comment

There were no public comments.

Consent Agenda

The Board considered the following items on the Consent Agenda:

- A. Approval of Minutes from the February 21, 2020 Board Meeting;
- B. Ratify Service Agreement for Environmental Compliance with EFG – Denver, LLC; and
- C. Ratify Change Order No. 4 to Service Agreement for Landscape and Pond Maintenance Services with Consolidated Divisions, Inc. (CDI) in the amount of \$6,033.90

Following discussion, upon motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board approved and/or ratified, as appropriate, the Consent Agenda items above.

Financial Items

Unaudited Financial Statements for the Period Ending in March 31, 2020

Ms. Henderson reviewed the March 31, 2020 unaudited financial statements with the Board.

Following review, upon a motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board accepted the March 31, 2020 unaudited financial statements.

Payment of Claims

Ms. Henderson reviewed the claims with the Board.

Following discussion, upon motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board ratified approval of the prior claims and approved the current claims, in the amount of \$135,625.34.

Public Hearing to Consider Amendment to 2019 Budget; Resolution No. 2020-06-01 to Amend the 2019 Budget

The Board opened the public hearing to consider the 2019 Budget Amendment. It was noted that publication of Notice stating that the Board would consider a 2019 Budget Amendment, and the date, time and location of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to this meeting. There were no public comments and the public hearing was closed.

The Board reviewed the 2019 Budget Amendment. Following review, upon a motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-06-01 Amending the 2019 Budget.

2019 Audit and Authorize Execution of Representation Letter

Ms. Henderson reviewed the 2019 Audit with the Board.

Following review, upon a motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board approved the 2019 Audit, and authorized execution of the Representations Letter.

Manager Items

None.

Attorney Items

Resolution No. 2020-06-02, Adopting Parking Policy on District Roadways

Attorney Hoistad reviewed Resolution No. 2020-06-02, Adopting Parking Policy on District Roadways with the Board. Discussion ensued among the Board, including agreement details for time-restricted parking.

Following review, upon a motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board adopted Resolution No. 2020-06-02, Adopting Parking Policy on District Roadways.

Ms. Denslow will reach out to Wyatt's Towing to confirm details of the contract.

Operations  
and Maintenance  
Items

Litigation with Lighting Mobile Wash, Inc. d/b/a Lighting Mobile Inc.

- A. Full and Final Mutual Release and Settlement Agreement

Attorney Hoistad and Director Bertron provided an update regarding the status of litigation with Lighting Mobile Wash, Inc. d/b/a Lighting Mobile Inc. to the Board.

Following discussion, upon a motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board ratified approval of the Settlement Agreement.

Other Items

None.

Adjournment

There being no further business to come before the Board, upon a motion duly made by Director Laverty, seconded by Director Stage and, upon vote, unanimously carried, the Board adjourned the meeting.

Respectfully submitted,



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Secretary for the Meeting