

CCP METROPOLITAN DISTRICT NO. 1
8390 East Crescent Parkway, Suite 300
Greenwood Village, Colorado 80111
303-779-5710
www.ccpmetrodistricts.com

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Friday, November 19, 2021

TIME: 11:30 a.m.

LOCATION: **VIA CONFERENCE CALL**

ACCESS: You can attend the meetings in any of the following ways:

1. To attend via Microsoft Teams video-conference use the below link:
https://teams.microsoft.com/l/meetup-join/19%3ameeting_MzUxM2ZIYmQtM2U4OS00MGVmLTIIMmUtYWY4MTNiOGU4Y2Ex%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%227e78628f-89cd-4e97-af6c-60df84b55ffe%22%7d
2. To attend via telephone, dial 1 720-547-5281 and enter the following additional information:
Phone Conference ID: 203 599 981#

<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Sarah A. Laverty	President	May, 2022
Cameron R. Bertron	Treasurer	May, 2022
Don Stage	Assistant Secretary	May, 2022
Judy Duran	Assistant Secretary	May, 2023
Joel Scott	Assistant Secretary	May, 2023/2022
Denise Denslow	Recording Secretary	non-elected position

I. ADMINISTRATIVE MATTERS

- A. Call to order and confirm quorum.
- B. Present disclosures of potential conflicts of interest.
- C. Approve Agenda, confirm location of meeting and posting of meeting notice.
- D. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- E. Consider approval of the September 17, 2021 Special Meeting Minutes (enclosure).
- F. Discuss business to be conducted in 2022 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). Appoint representative to post notices within the District.
- G. Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2022 (District Transparency Notice) (post on District website).
- H. Discuss and consider approval of 2022 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 authorize renewal of membership in the Special District Association.
- I. Consider approval of Master Service Agreement and related statement(s) of work for Accounting Services and Management Services with CliftonLarsonAllen LLP (enclosure).

II. FINANCIAL MATTERS

- A. Review and consider accepting Unaudited Financial Statements for period ending September 30, 2021 (enclosure).
- B. Conduct Public Hearing to consider amendment of the 2021 Budget. Consider adoption of Resolution to Amend the 2021 Budget (enclosure).
- C. Conduct Public Hearings on the proposed 2022 Budget and consider adoption of Resolution to Adopt the 2022 Budget and Appropriate Sums of Money and Resolution to Set Mill Levies (enclosures).
- D. Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- E. Consider appointment of District Accountant to prepare 2023 Budget.
- F. Discuss statutory requirements for an audit. Consider appointment of District Accountant to prepare and file Application for Exemption from Audit for 2021.

III. LEGAL MATTERS

- A. Consider adoption of Resolution Calling a Regular Election for Directors on May 3, 2022, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosed). Self-Nomination and Acceptance Forms are due by February 25, 2022. Discuss need for ballot issues and/or questions.

IV. OTHER BUSINESS

- A. Acknowledge Annual Meeting Notice pursuant to the Service Plan.
- B. Consider cancelling next regular Board meeting on December 17, 2021.
- C. If necessary, convene in executive session pursuant to Section 24-6-402(4)(e), C.R.S., to receive legal advice and discuss matters which may be subject to negotiations for contracts, develop strategy for negotiations, and instruct negotiations.

V. ADJOURNMENT

The next regular meeting is scheduled for December 17, 2021 at 11:30 a.m.