

# COPPERLEAF METROPOLITAN DISTRICT

## NOS. 1 AND 3-9

450 E. 17<sup>th</sup> Ave., Suite 400  
Denver, Colorado 80203-1254

Phone: 303-592-4380

Fax: 303-592-4385

<https://copperleafmetropolitandistricts.specialdistrict.net>

### NOTICE OF REGULAR MEETING AND AGENDA

DATE:	Tuesday, November 12, 2024
TIME:	10:30 a.m.
LOCATION & ACCESS	<p>This meeting will be held virtually, via Zoom video/telephone conference:</p> <p>1. To attend via Zoom videoconference, use the following link, or e-mail <a href="mailto:csorensen@specialdistrictlaw.com">csorensen@specialdistrictlaw.com</a> to have the link e-mailed to you: <a href="https://us02web.zoom.us/j/82468738902?pwd=vHqA5azzwNKroYYUosUBWbNdMA7Ubn.1">https://us02web.zoom.us/j/82468738902?pwd=vHqA5azzwNKroYYUosUBWbNdMA7Ubn.1</a></p> <p>2. To attend via telephone, dial 1-719-359-4580 or 1-253-215-8782 and enter the following additional information:</p> <p style="margin-left: 40px;">(a) Meeting ID: 824 6873 8902 (b) Passcode: 942504</p>

<u>District</u>	<u>Board of Directors</u>	<u>Office</u>	<u>Term Expires</u>
Copperleaf MD No. 1	Richard A. Frank	President	May 2027
	Marc Cooper	Treasurer	May 2027
	Jonathan Alpert	Asst. Secretary	May 2027
	Eric R. "Rick" Miller	Asst. Secretary	May 2025
	Daniel Frank	Asst. Secretary	May 2025
	Craig Sorensen	Secretary	N/A
Copperleaf MD No. 3	Richard A. Frank	President	May 2027
	Marc Cooper	Treasurer	May 2027
	Jonathan Alpert	Asst. Secretary	May 2027
	Daniel Frank	Asst. Secretary	May 2025
	Tracy Brooks	Asst. Secretary	May 2025
	Craig Sorensen	Secretary	N/A
Copperleaf MD No. 4	Richard A. Frank	President	May 2027
	Marc Cooper	Treasurer	May 2027
	Jonathan Alpert	Asst. Secretary	May 2027
	Daniel Frank	Asst. Secretary	May 2025

	Tracy Brooks	Asst. Secretary	May 2025
	Craig Sorensen	Secretary	N/A
Copperleaf MD No. 5	Marc Cooper	President	May 2027
	Eric R. “Rick” Miller	Treasurer	May 2025
	Tracy Brooks	Asst. Secretary	May 2027
	Brandon Rogoff	Asst. Secretary	May 2027
	Daniel Frank	Asst. Secretary	May 2025
	Craig Sorensen	Secretary	N/A
Copperleaf MD No. 6	Uri Hoffman	President	May 2027
	Robert P. Manlove, Jr.	Vice President	May 2025
	Marc Cooper	Treasurer	May 2027
	Jonathan Alpert	Asst. Secretary	May 2027
	Daniel Frank	Asst. Secretary	May 2025
	Craig Sorensen	Secretary	N/A
Copperleaf MD No. 7	Marc Cooper	President	May 2027
	Eric R. “Rick” Miller	Treasurer	May 2025
	Jonathan Alpert	Asst. Secretary	May 2027
	Tracy Brooks	Asst. Secretary	May 2027
	Daniel Frank	Asst. Secretary	May 2025
	Craig Sorensen	Secretary	N/A
Copperleaf MD No. 8	Richard A. Frank	President	May 2027
	Daniel Frank	Treasurer	May 2025
	Jonathan Alpert	Asst. Secretary	May 2027
	Shawn J. Cooper	Asst. Secretary	May 2027
	Eric R. “Rick” Miller	Asst. Secretary	May 2025
	Craig Sorensen	Secretary	N/A
Copperleaf MD No. 9	Marc Cooper	President	May 2027
	Tracy Brooks	Treasurer	May 2025
	Jonathan Alpert	Asst. Secretary	May 2027
	Daniel Frank	Asst. Secretary	May 2025
	Eric R. “Rick” Miller	Asst. Secretary	May 2025
	Craig Sorensen	Secretary	N/A

**I. ADMINISTRATIVE MATTERS**

A. [All Districts] Present disclosures of potential conflicts of interest.

---

B. **[All Districts]** Confirm quorum, location of meeting, and posting of meeting notices. Approve agenda.

---

C. **[All Districts]** Discuss business to be conducted in 2025 and location (**virtual and/or physical**). Schedule regular meeting dates and consider adoption of Resolution No. 2024-11-\_\_\_\_, Resolution Establishing Regular Meeting Dates, Time and Location, and Designating Location for Posting of 24-Hour Notices (enclosures).

---

D. **[All Districts]** Authorize renewal of the District’s insurance and Special District Association (“SDA”) membership for 2025.

---

E. **[All Districts] Website Accessibility Discussion:**

1. Discuss and consider proposals from Generation Web, Inc., Streamline Software, Inc., and A360 Enterprises (d/b/a Allyant) related to website accessibility matters (enclosure).

---

2. Establish Website Accessibility Committee to make final determinations regarding engagement and/or termination of service providers, if necessary.

---

## **II. PUBLIC COMMENT**

---

**III. CONSENT AGENDA** - These items are considered to be routine and will be approved and/or ratified by a single motion and vote. There will be no separate discussion of these items unless a Board Member so requests. In such case the item will be removed from the Consent Agenda and considered as part of the Regular Agenda.

A. **[All Districts]** Approve minutes of the July 26, 2024 Regular Meeting (enclosures).

B. **[District No. 3 only]** Approve minutes of the July 17, 2024 Work Session Meeting, the July 23, 2024 Special Meeting, the August 6, 2024 Continued Special Meeting, and the August 12, 2024, August 19, 2024, and August 29, 2024 Special Meetings (enclosures).

C. **[District No. 4 only]** Consider approval of Change Order No. 4 to Service Agreement for 2021 Recurring Day Porter and Street Sweeping Services between

Copperleaf Metropolitan District No. 4 and KPM Property Maintenance LLC, d/b/a KPM Property Services (enclosure).

- D. **[District No. 4 only]** Ratify approval of Service Agreement for Snow Removal between Copperleaf Metropolitan District No. 4 and COSWMP Ltd., d/b/a SOS Site Services (enclosure).
- 

#### IV. FINANCIAL MATTERS

- A. **[District No. 1 only]** Consider ratification of claims for the period of July 27, 2024 through November 12, 2024 in the amount of \$\_\_\_\_\_ (to be distributed).
- 

- B. **[All Districts]** Consider acceptance of unaudited financial statements for the period ending September 30, 2024 (to be distributed).
- 

- C. **[District Nos. 5, 7 and 8 only]** Consider appointment of District Accountant to prepare Application for Exemption from Audit for 2024.
- 

- D. **[District Nos. 1, 3, 4, 6 and 9 only]** Consider engagement of Hiratsuka & Associates, LLP to prepare the 2024 Audit for the fee indicated (enclosures):
1. District No. 1, fee not to exceed \$5,800 (\$500 increase from last year).
  2. District No. 3, fee not to exceed \$5,800 (\$500 increase from last year).
  3. District No. 4, fee not to exceed \$5,800 (\$500 increase from last year).
  4. District No. 6, fee not to exceed \$5,800 (\$500 increase from last year).
  5. District No. 9, fee not to exceed \$5,800 (\$500 increase from last year).
- 

- E. **[All Districts]** Conduct Public Hearing to consider Amendment of 2024 Budget. If necessary, consider adoption of Resolution No. 2024-11-\_\_\_\_, Resolution to Amend the 2024 Budget (enclosure – District No. 9).
- 

- F. **[All Districts]** Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution No. 2024-11-\_\_\_\_ to Adopt the 2025 Budget and Appropriate Sums of Money, and **[District Nos. 3-9 only]** Resolution No. 2024-11-\_\_\_\_ to Set Mill Levies (enclosures – draft budgets and resolutions).
-

G. **[District Nos. 3, 4, 6 and 9 only]** Consider adoption of Resolution No. 2024-11-\_\_\_\_, Resolution Authorizing Adjustment of the District Mill Levy in Accordance with the Service Plan (enclosures).

---

H. **[All Districts]** Authorize District Accountant to prepare and sign the DLG-70 Certification of Tax Levies form and Mill Levy Public Information form (“Certification”). Direct District Counsel to file the Certification with the Board of County Commissioners and other interested parties.

---

I. **[All Districts]** Consider appointment of District Accountant to prepare 2026 Budget.

---

**V. LEGAL MATTERS**

A. **[All Districts]** Discuss requirements of Section 32-1-809, C.R.S. and direct staff regarding compliance for 2025 (District Transparency Notice).

---

B. **[All Districts]** Discuss May 6, 2025 Regular Directors’ Election and consider adoption of Resolution No. 2024-11-\_\_\_\_, Resolution Calling a Regular Election for Directors on May 6, 2025, appointing Designated Election Official (“DEO”) and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination Forms are due by February 28, 2025 (enclosure). Discuss the need for ballot issues and/or questions.

1. **[District Nos. 1, 3, 4, and 6 only]** Discuss and consider engagement of Circuit Rider of Colorado, LLC (“Circuit Rider”) to provide May 2025 Election Services. Review and consider approval of proposal from Circuit Rider, and authorize preparation of a Service Agreement (to be distributed).

---

C. **[District No. 4 only]** Presentation from Piper Sandler & Co. regarding potential refunding of the Copperleaf MD No. 4 Series 2020 Bonds. Authorize any necessary actions in connection with same.

---

D. **[District Nos. 1, 5 and 9 only]** Review and consider approval of Copperleaf Metropolitan District Nos. 1, 5, and 9 **Cost Certification Report No. 6 – Revision #1 dated August 6, 2024**, prepared by Independent District Engineering Services, LLC (“IDES”), certifying District eligible costs for public improvements in the amount of \$6,929,150.39 (enclosure). Consider acceptance of District Eligible costs for public improvements in the amount of \$6,929,150.39.

---

E. **[District No. 1 only]** Review and consider approval of Copperleaf Metropolitan District No. 1 **Cost Certification Report No. 7 dated September 24, 2024**, prepared by IDES, certifying District eligible costs for public improvements in the amount of \$128,858.26 (enclosure). Consider acceptance of District Eligible costs for public improvements in the amount of \$128,858.26.

---

F. **[District No. 9 only]** Review and consider approval of Copperleaf Metropolitan District No. 9 **Cost Certification Report No. 8 dated October 7, 2024**, prepared by IDES, certifying District eligible costs for public improvements in the amount of \$4,011,063.07 (enclosure). Consider acceptance of District Eligible costs for public improvements in the amount of \$4,011,063.07.

---

G. **[District Nos. 1, 5 and 9 only]** Review and consider approval of Copperleaf Metropolitan District Nos. 1, 5, and 9 **Cost Certification Report No. 9 dated November 12, 2024**, prepared by IDES, certifying District eligible costs for public improvements in the amount of \$184,196.75 (enclosure). Consider acceptance of District Eligible costs for public improvements in the amount of \$184,196.75.

---

## VI. OTHER BUSINESS

---

## VII. ADJOURNMENT