

# RECORD OF PROCEEDINGS

## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LIVERPOOL METROPOLITAN DISTRICT HELD NOVEMBER 7, 2016

A regular meeting of the Board of Directors of the Liverpool Metropolitan District ("District" or "Board") was convened on Monday, the 7th day of November, 2016, at 3:00 p.m., at the Greenfield Clubhouse, 20601 E. Fair Avenue, Centennial, Colorado.

Attendance     Directors In Attendance Were:

Michael F. Hamrick  
Paul Krames  
Charlotte Lagrave  
Steve Rowe-Krumdick

Also In Attendance Were:

Kim Herman, Chuck Reid and Shelby Clymer; CliftonLarsonAllen LLP  
Elizabeth Wood; JBK

1. Call to Order

Director Hamrick called the meeting to order at 3:00 p.m. The Board excused the absence of Director Fish.

2. Declaration of Quorum/Disclosure of Conflicts of Interest/Director Qualifications

A quorum was declared and all Directors are qualified. All Directors are homeowners so no conflicts of interest need to be filed with the State, although they are disclosed in a meeting if applicable.

3. Review and Approve Agenda

Upon a motion duly made by Director Hamrick, seconded by Director Rowe-Krumdick, and upon vote unanimously carried, the Board approved the Agenda with the addition of "Discussion Regarding Village Homes Landscaping" to the Landscaping Update section.

4. Public Comment

None.

5. Legal

None.

## 6. Finance Updates

### A. September 30, 2016 Financial Statements

After review, upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved the September 30, 2016 Financial Statements.

### B. Review, Ratify and Consider Approval of Claims

After review, upon a motion duly made by Director Hamrick, seconded by Director Legrave, and upon vote unanimously carried, the Board ratified approval of claims represented by check numbers 1628 through 1647 in the amount of \$59,396.97, approved directors fees represented by check numbers 1662 through 1663 in the amount of \$184.70 and approved current claims represented by check numbers 1664 through 1672 in the amount of \$28,097.99.

### C. Status of Potential Bond Refunding

Ms. Herman stated she is still working on scheduling a meeting with D.A. Davidson to discuss a potential bond refinancing. She noted management and accounting had discussed the meeting and feel the meeting would best held in early 2017.

## 7. Administrative Items

### A. Review and Approve Minutes of the September 12, 2016 Regular Meeting

After review, upon a motion duly made by Director Hamrick, seconded by Director Rowe-Krumdick, and upon vote unanimously carried, the Board approved the minutes of the September 12, 2016 regular meeting as presented.

### B. Piney Creek Open Space

1. Updates – Ms. Herman reported the SEMSWA reclamation presentation at the Clubhouse went well. She stated SEMSWA is still waiting to hear back on the status of the permits but is hoping to begin work in either the end of December 2016 or January 2017.

Ms. Herman noted she had not heard from ACWWA regarding their project in the Piney Creek Reach #7 and possible need for an easement. She stated she would notify the Board if she was contacted.

### C. Lighting Improvements

1. Ratify proposal with The Electrician to install low voltage lighting at the

medians in the entrances at a cost not to exceed \$16,945.18 and with JBK to dig the trenches for the low voltage lighting at a cost not to exceed \$7,665 -

Upon a motion duly made by Director Hamrick, seconded by Director Rowe-Krumdick, and upon vote unanimously carried, the Board ratified their approval of the proposals from the Electrician to install low voltage lighting in the medians of the entrances at a cost not to exceed \$16,945.18 and from JBK to dig the trenches for the low voltage lighting at a cost not to exceed \$7,665.

- D. Review and Consider Approval of Change Order No. 2 to Stantec Agreement for Additional Construction Drawings and Specifications for sediment removal work in the Pond - \$56,800

After review, upon a motion duly made by Director Hamrick, seconded by Director Legrave, and upon vote unanimously carried, the Board approved Change Order No. 2 to the Stantec Agreement for Additional Construction Work and Specification for Sediment Removal Work in the Pond at a cost not to exceed \$56,800.

- E. Retention Pond Maintenance

1. Status Update – Ms. Herman stated Eco Resources continues to perform monthly checks and cleaning of trash in the pond. She reported damage to one of the docks had been reported and repairs had been made.

- F. Review and Consider Approval of Temporary Construction Easements

After review, upon a motion duly made by Director Rowe-Krumdick, seconded by Director Legrave, and upon vote unanimously carried, the Board approved the two temporary construction easements for SEMSWA to work within the Piney Creek Reach No. 7.

- G. Other – None

8. Landscape Items

- A. Update

Ms. Woods reported the irrigation system has been winterized and fall clean up is being completed.

- B. Discussion Regarding Village Homes Landscaping

Ms. Herman reported reviewing the plat maps for Village Homes Landscaping and finding that all landscaping plots are scheduled to be turned over to the HOA. She stated three of the four landscaping plots are connected with plots that are owned by the District not the HOA. She requested approval to work with the City of Centennial,

Village Homes and the Greenfield HOA to change the planned ownership of these plots.

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved Ms. Herman working with the City of Centennial, Village Homes and the Greenfield HOA to change the planned ownership of the three landscaping plots within the new development.

9. Conduct Public Hearing to Amend the 2016 Budget and to Adopt the 2017 Budget

Ms. Clymer stated the 2016 Budget did not need to be amended.

Upon a motion duly made by Director Hamrick, seconded by Director Legrave, and upon vote unanimously carried, the Board opened the Public Hearing to adopt the 2017 Budget at 4:13 p.m.

Upon a motion duly made by Director Hamrick, seconded by Director Legrave, and upon vote unanimously carried, the Board closed the Public Hearing to adopt the 2017 Budget at 4:14 p.m.

10. Items from the Manager

A. Resolution No. 2016-11-01, Amending the 2016 Budget

This was not needed.

B. Resolution No. 2016-11-02, Adopting the 2017 Budget

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved Resolution 2016-11-02, adopting the 2017 budget.

C. Resolution No. 2016-11-03, Appropriating Funds

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved Resolution 2016-11-03, appropriating funds.

D. Resolution No. 2016-11-04, Setting the Mill Levy

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved Resolution 2016-11-04, setting the mill levy.

E. 2017 Contractors

1. Landscape Maintenance with JBK

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved the 2017 landscaping maintenance and snow agreement with JBK.

2. Pond Maintenance, Eco Resources Solutions

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved the 2017 landscaping maintenance and snow agreement with JBK.

3. Legal with Collins, Cockrel & Cole

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board acknowledged their intent to continue with legal services with Collins, Cockrel & Cole.

4. Engineer, Stantec

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board acknowledged their intent to continue with engineering services with Stantec.

5. Management, CliftonLarsonAllen

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board acknowledged their intent to continue with management with CliftonLarsonAllen.

F. 2017 Engagement Letters

1. Auditor, Logan & Associates

Upon a motion duly made by Director Hamrick, seconded by Director Legrave, and upon vote unanimously carried, the Board approved the Engagement Letter with Logan & Associates for 2016 Auditing Services.

G. Other

None.

11. Board Member Items

A. Confirm Quorum for Next Meeting

A quorum was confirmed for the next scheduled Board meeting on January 30, 2017

at 8:00 a.m.

B. Other

None.

12. Adjourn

There being no further matters, upon a motion duly made by Director Hamrick, seconded by Director Lagrave, and upon vote unanimously carried, the Board adjourned the meeting at 4:46 p.m.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Weimar", is written above a horizontal line.

Secretary for the Meeting