

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LIVERPOOL METROPOLITAN DISTRICT HELD NOVEMBER 9, 2015

A regular meeting of the Board of Directors of the Liverpool Metropolitan District (referred to hereafter as "Board" or "District") was held on Monday, November 9, 2015, at 3:00 p.m., at the Greenfield Clubhouse, 20601 E. Fair Avenue, Centennial, Colorado.

Attendance Directors In Attendance Were:

Dean Lagrave
Margie Fish
Paul Krames
Steve Rowe-Krumdick (via telephone)
Michael F. Hamrick

Also In Attendance Were:

Michael Alpert, Alpert Signature Homes
Eric Plouffe; JBK Inc.
Chris Price; Collins, Cockrel & Cole
Derrick Kuhl and Sarah Hunsche; CliftonLarsonAllen LLP

Call to
Order

Director Lagrave called the meeting to order at 3:07 p.m.

Board
Matters

A quorum was declared present, all Directors are qualified to serve, and will disclose conflicts of interest if/as needed.

Agenda

The agenda was approved as presented.

Minutes

Upon a motion made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved the minutes of the September 14, 2015 Board Meeting as presented.

Public
Comment
And Invited
Guests

Mr. Kuhl and Mr. Alpert explained the significance of the East Cherry Creek Valley Easement Deed that the District is being asked to approve. The following discussion points ensued:

- Director Hamrick noted that a reimbursement agreement needs to be put in place, prior to approving the easement deed.
- Mr. Alpert explained that he is looking to amend an existing easement. He presented the area on a map, to the Board.

- Mr. Alpert explained that all other easements related to the Alpert Signature Homes Development have been completed. Discussion ensued around the development.
- Director Hamrick questioned the alternatives for the development if the easement deed agreement was not approved.
- Director Rowe questioned the construction impacts of residents that are adjacent to the community.
- Mr. Alpert noted that there has been a re-zoning of the property. Originally, 30 to 40 homes were planned and the density was lowered by the City of Centennial.
- Discussion ensued regarding whether or not the development could be included as a sub-district or be included into the Greenfield HOA. Director Hamrick suggested that Mr. Alpert schedule a visit to the next HOA meeting.

Upon a motion made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved the reimbursement agreement, contingent upon the Board's review, within five business days.

Upon a motion made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved the easement deed agreement, contingent upon the Board's review, with objections individually emailed to the District Manager by November 10, 2015.

Legal

A. Piney Creek Reclamation Project – SEMSWA Easement Deed

Mr. Price presented a map of the construction and access easement requested by the Southeast Metro Stormwater Authority (SEMSWA) to the Board, noting that the Piney Creek Reclamation Project will stabilize the Creek. The easement will include a 12' wide access trail for SEMSWA to maintain the improvements, which will likely be a "crusher fine composite." The easement anticipates one primary access point for equipment, off of Liverpool Street.

Mr. Kuhl noted that the District has a sub-committee, composed of Director Hamrick and Director Rowe, who are working directly with SEMSWA and contract staff on this easement. CLA will be scheduling a site visit with the sub-committee, SEMSWA, and CH2MHill. Director Hamrick noted that he has shared this information with the HOA Board. Discussion ensued around the impacts to the walking trails and plant materials.

Landscape
Update

A. 2016 Proposed Contract

Mr. Plouffe discussed the 2016 contract with the Board which includes a base contract, and supplemental work proposed by JBK that includes:

Base Contract:	\$44,230
Tree Replacement	
Planned	\$12,240
Tree Injections	\$3,450
Winter Watering	\$3,910
Bark Replacement	<u>\$10,000</u>
	\$73,830

Mr. Plouffe also noted that the irrigation system was shut-down one week ago, leaves will be picked up, turf will be fertilized in October, and the native mowing was recently completed. Signs were installed on the walkways. Two crabapple trees have not yet been planted, but will be next spring.

Discussion ensued regarding the snow removal contract and insurance renewal. The Board decided to change the notification time of an event from 48 hours to 2 business days. Mr. Price is to amend the contract.

The Board asked if there was any improvement from the Chlorosis bark injections. Mr. Plouffe indicated that there is no improvement yet. He suggested that this be done every two years.

There was discussion regarding the "Share the Road" signs. Mr. Plouffe and Mr. Kuhl will look at the placement of the signage.

Following discussion, and upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved base contract, tree injections, and planned tree replacements for a total planned contract of \$73,830 subject to revisions and final legal review.

B. Ratify Approval of JBK Proposals

None.

C. Other

There were no other landscape items.

Financial

- A. Review and Accept Unaudited Financial Statements for the Period Ending September 30, 2015, and Current Cash Position and Property Tax Schedule.

Ms. Hunsche reviewed with the Board. The Board asked how many hits were made on the website year to date. Mr. Kuhl will follow up.

Ms. Hunsche noted that CSAFE is has only nominal interest earnings. Director Hamrick asked what the fund balance of the budget and when bond payments are due. Director Fish asked about fees for the pond project. Ms. Hunsche noted it is included in the year-end fund balance \$424,000 at the end of the year.

The Board discussed the ability to save for the dredging of the Greenfield Pond. Mr. Kuhl noted that the Board has been slowly increasing funds without increasing the mill levy. Director Krames suggested that the Board wait until Spectrum Communities revenue comes in and then complete a cost comparison, based on the Village Homes and Spectrum Communities. Discussion ensued around drying the sediment for the pond dredging.

Following presentation and discussion, and upon a motion made by Director Fish, seconded by Director Hamrick, and upon vote unanimously carried, the Board accepted the Financial Statements, Current Cash Position and Property Tax Schedule.

- B. Review and Consider Approval of Current Claims

Upon a motion made by Director Hamrick, seconded by Director Fish, upon vote unanimously carried, the Board approved the directors' fees represented by check numbers 1581 through 1585 totaling \$461.75 and current claims represented by check numbers 1586 through 1590 totaling \$48,643.79.

- C. Other

None.

Public
Hearing

Upon a motion duly made by Director Hamrick, seconded by Director Lagrave, the Board opened the Budget Public Hearing at 4:11 p.m. Mr. Kuhl noted that proper notice had been provided for the Hearing.

The proposed budget was introduced and discussed, including:

- Preliminary Assessed Values
- Mill Levy
- 2016 General Fund Expenses
- 2016 Debt Service Fund
- Median Safety Lights
- Management Cost Increase
- Bond Payoff

Ms. Hunsche reviewed the increase in the Assessed Valuation to the Mill Levy, noting \$100,000 on property values alone. Ms. Hunsche will update the landscape total from the information provided by Mr. Plouffe.

With no public present to comment on the budget, the Board closed the Public hearing at 4:26 p.m.

Manager
Items

- A. Resolution 2015-11-01, Adopting the 2016 Budget
- B. Resolution 2015-11-02, Appropriating Funds
- C. Resolution 2015-11-03, Setting the Mill Levy

Upon a motion made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved all three Resolutions as presented.

- D. Resolution 2015-11-04, Setting 2016 Meetings and Posting Locations

Upon a motion made by Director Hamrick, seconded by Director Fish, and upon vote unanimously carried, the Board approved Resolution 2015-11-04 as amended, Setting 2016 Meetings and Posting Locations.

- E. Resolution 2015-11-05, Calling May 3, 2016 Regular Election

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved Resolution 2015-11-05 Calling May 3, 2016 Regular Election.

- F. 2016 Contractors

Upon a motion made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved the 2016 Contracts for:

- Pond Maintenance, ECO Resources Solutions;
- Legal, Collins, Cockrel & Cole;
- Engineer, Stantec;
- Management, CliftonLarsonAllen, LLP.

G. 2016 Engagement Letters

Upon a motion duly made by Director Hamrick, seconded by Director Krames, and upon vote unanimously carried, the Board approved the 2016 Engagement Letters for:

- Accountant, CliftonLarsonAllen LLP
- Auditor, Logan & Associates

H Retention Pond Maintenance

1. Status Update

Mr. Kuhl contacted Lisa Lauver, Stantec, requesting an updated proposal to dredge the Greenfield Pond. This information will be provided at the next board meeting.

I. Piney Creek Open Space

Updates were covered under the legal update.

J. Lighting Improvements

Director Hamrick will follow up and check-up on dead trees and the electrician used by the HOA for an updated bid.

K. Arapahoe Road Widening Project

No update at this time.

L. Alpine Waste – Dumpster Update

Director Hamrick noted this is currently on a one year contract and he will research the HOA's agreement with Chris Ricketts and bring the information back to the Board for further discussion.

M. Discuss ADP Implementation

Ms. Hunsche discussed the ADP implementation, noting quicker receipt of director fees. Forms will be brought to the next meeting.

N. Other:

None.

Items

None.

Adjournment Having no additional items to discuss, the Board adjourned the meeting at 5:11 p.m.

Respectfully submitted,



Secretary for the Meeting