

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
LIVERPOOL METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
DECEMBER 5, 2022

A special meeting of the Board of Directors of the Liverpool Metropolitan District (referred to hereafter as the "Board") was convened on Monday, December 5, 2022, at 5:00 p.m. The District Board meeting was held at the Greenfield HOA Clubhouse at 20601 E Fair Ave. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

Paul Tauriello, President
Dana Graham, Secretary (via Microsoft Teams)
Charlotte Lagrave, Treasurer (via Microsoft Teams)
Peter Foust, Assistant Secretary
Heath Shelburn, Assistant Secretary

Also, In Attendance Were:

Stephanie Odewumi, Ashley Heidt, and Chase Worth; CliftonLarsonAllen, LLP
Mike Ziegler; Greenfield HOA Board Member

ADMINISTRATIVE MATTERS

Call to Order and Approval of Agenda: The meeting was called to order at 5:01 p.m. Upon a motion duly made by Director Foust, seconded by Director Tauriello and, upon vote, unanimously carried, the Board approved the Agenda as presented.

Declaration of Quorum/Disclosure of Conflicts of Interest/Director Qualifications: A quorum was confirmed. 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 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. No additional conflicts were disclosed at the meeting. Attorney Norris noted that a questionnaire is going to be sent to new Board members and that the oath of office were filed and bonds are complete.

Public Comment: None.

Minutes of the September 19, 2022 Special Meeting: Following review and discussion, upon a motion duly made by Director Tauriello, seconded by Director Lagrave and, upon vote, unanimously carried, the Board approved the

RECORD OF PROCEEDINGS

September 19, 2022 Special Meeting Minutes, as amended, adding the discussion of moving the rose bushes.

Resolution No. 2022-12-01 Regarding 2023 Annual Administrative Matters: Ms. Odewumi reviewed the resolution with the Board noting that she will coordinate 2023 meeting dates via email. Following review, upon a motion duly made by Director Shelburn, seconded by Director Foust and, upon vote, unanimously carried, the Board approved Resolution No. 2022-12-01 Regarding 2023 Annual Administrative Matters, subject to final 2023 meeting dates being selected.

Requirements of Section 32-1-809, C.R.S. and Direct Staff Regarding Compliance for 2023: Ms. Odewumi reviewed the requirements of the Transparency Notice and noted that CliftonLarsonAllen, LLP has filed in the past. Following review, upon a motion duly made by Director Foust, seconded by Director Tauriello and, upon vote, unanimously carried, the Board gave CliftonLarsonAllen, LLP direction to file the Transparency Notice.

2023 Insurance: Ms. Odewumi reviewed the 2023 insurance with the Board. Following review, upon a motion duly made by Director Tauriello, seconded by Director Lagrave and, upon vote, unanimously carried, the Board approved the 2023 Insurance renewal, as presented.

Other: None.

BOARD OF DIRECTORS

Other: None.

FINANCIAL MATTERS

Claims Totaling \$77,321.34: Mr. Worth reviewed the claims with the Board. Following review, upon a motion duly made by Director Shelburn, seconded by Director Foust and, upon vote, unanimously carried, the Board approved and ratified the claims in the amount of \$77,321.34.

Public Hearing on Amendment to 2022 Budget: Upon a motion duly made by Director Tauriello, seconded by Director Shelburn and, upon vote, unanimously carried, the Board opened the public hearing to consider an amendment to the 2022 Budget at 5:16 p.m.

It was noted that publication of Notice stating that the Board would consider amendment of the 2022 Budget and the date, time and place of the public hearing was made in a newspaper having general circulation within the District. No written objections were received prior to the public hearing.

No public comments were received.

RECORD OF PROCEEDINGS

Upon a motion duly made by Director Foust, seconded by Director Lagrave and, upon vote, unanimously carried, the Board closed the public hearing at 5:47 p.m.

Mr. Worth noted there was no need to amend the 2022 budget.

Public Hearing on 2023 Budget: Upon a motion duly made by Director Tauriello, seconded by Director Shelburn and, upon vote, unanimously carried, the Board opened the public hearing to consider the proposed 2023 Budget at 5:16 p.m.

It was noted that Notice stating that the Board would consider adoption of the 2023 budget and the date, time and place of the public hearing was published pursuant to statute. No written objections were received prior to the public hearing.

No public comments were received.

Upon a motion duly made by Director Foust, seconded by Director Lagrave and, upon vote, unanimously carried, the Board closed the public hearing at 5:47 p.m.

Mr. Worth reviewed the 2023 budget with the Board. Discussion followed regarding some expenditures and adjustments were made on a few maintenance items.

Upon motion duly made by Director Tauriello, seconded by Director Foust and, upon vote, unanimously carried, the Board approved the 2023 Budget, as discussed, and considered adoption of Resolution No. 2022-12-02 to Adopt the 2023 Budget and Appropriate Sums of Money and to Set Mills.

DLG-70 Mill Levy Certification Form: Following discussion, upon motion duly made by Director Foust, seconded by Director Tauriello and, upon vote, unanimously carried, the Board authorized the District Accountant to prepare and sign the DLG-70 Mill Levy Certification Form for certification to the Board of County Commissioners and other interested parties and appointed Director Lagrave to sign the Certification Form.

Preparation of 2024 Budget: Following discussion, upon motion duly made by Director Tauriello, seconded by Director Foust and, upon vote, unanimously carried, the Board ratified the appointment of CliftonLarsonAllen, LLP to prepare the District's 2024 Budget.

2022 Audit Preparation: Following discussion, upon motion duly made by Director Tauriello, seconded by Director Shelburn and, upon vote, unanimously carried, the Board approved the engagement of Logan & Associates, LLC to perform the District's 2022 Audit.

RECORD OF PROCEEDINGS

Other: None.

LEGAL MATTERS

Resolution No. 2022-12-03 Calling May 2, 2023 Election: The Board discussed the May 2, 2023 election. Following discussion, upon motion duly made by Director Foust, seconded by Director Shelburn and, upon vote, unanimously carried, the Board adopted Resolution No. 2022-12-03 Calling a May 2, 2023 Directors' Election which appointed Sarah Luetjen as the Designated Election Official and authorized her to perform all tasks required for the May 2, 2023 Regular Election of the Board of Directors for the conduct of a mail ballot election.

Other: None.

EXECUTIVE SESSION

The Board entered into an Executive Session at 5:45 p.m. to discuss landscaping contracts. Upon a motion duly made by Director Tauriello, seconded by Director Foust and, upon vote, unanimously carried, the Board exited the Executive Session at 6:00 p.m.

LANDSCAPE UPDATE

Landscaping Maintenance Report: Ms. Lucero was not present and no report was given.

JBK Landscape LLC Proposals: The Board reviewed the proposals presented. Proposals were declined by the Board and action was taken with another service provider below.

BrightView Landscape Services Proposal: Following review, upon a motion duly made by Director Foust, seconded by Director Shelburn and, upon vote, unanimously carried, the Board approved the BrightView Landscape Services Proposal.

Keesen Landscape Services Proposal: The Board reviewed the proposals presented. Proposals were declined by the Board and action was taken with another service provider above.

Keesen Snow and Ice Management Proposal: The Board reviewed the proposals presented. Proposals were declined by the Board and action was taken with another service provider above.

MANAGER MATTERS

CliftonLarsonAllen, LLP Statement of Work: Ms. Odewumi reviewed the statement of work with the Board. Following review, upon a motion duly made by Director Foust, seconded by Director Shelburn and, upon vote, unanimously carried, the Board approved the CliftonLarsonAllen, LLP Statement of Work.

RECORD OF PROCEEDINGS

Greenfield HOA Update: Mr. Ziegler noted that the HOA is switching management companies and would like to hold quarterly meetings with the Metropolitan District.

Radiant Lighting: This item was discussed during the 2023 Budget review.

Culvert Flooding Mitigation: Ms. Odewumi noted there is no update.

Enforcement of Common Spaces: This item was not discussed and will be added to the next meeting agenda for review.

Discussion on Quarterly Meetings Vs. Bi-monthly: The Board determined to hold regular quarterly meetings and call on special meetings when needed.

2023 Dumpster Day Discussion/Planning: Ms. Odewumi noted she will start planning after the first of the year. Director Foust asked for BrightView to be present with a woodchipper.

Other: None.

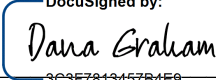
BOARD MEMBER MATTERS

Other: None.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Foust, seconded by Director Tauriello and, upon vote, unanimously carried, the meeting was adjourned at 6:07 p.m.

Respectfully submitted,

By 
 DocuSigned by:
3C3F7813457B4E9
Secretary for the Meeting