

## RECORD OF PROCEEDINGS

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MINUTES OF A REGULAR MEETING OF  
THE BOARD OF DIRECTORS OF THE  
LIVERPOOL METROPOLITAN DISTRICT (THE "DISTRICT")  
HELD  
MARCH 20, 2023

A regular meeting of the Board of Directors of the Liverpool Metropolitan District (referred to hereafter as the "Board") was convened on Monday, March 20, 2023, 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  
Peter Foust, Assistant Secretary  
Heath Shelburn, Assistant Secretary

Director Lagrave was absent and excused.

Also, In Attendance Were:

Celeste Terrell, Ashley Heidt, and Jason Carroll; CliftonLarsonAllen, LLP  
Nicole Harwell; SEMSWA  
Sara Rutman; BrightView Landscape

### ADMINISTRATIVE MATTERS

**Call to Order and Approval of Agenda:** The meeting was called to order at 5:07 p.m. Upon a motion duly made by Director Graham, seconded by Director Foust and, upon vote, unanimously carried, the Board approved the Agenda as amended to include the easement discussion under manager matters.

**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 December 5, 2022 Special Meeting:** Following review and discussion, upon a motion duly made by Director Foust, seconded by Director

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Graham and, upon vote, unanimously carried, the Board approved the December 5, 2022 Special Meeting Minutes, as amended, to revise the date of the meeting in the header.

**Other:** None.

### BOARD OF DIRECTORS

**Other:** None.

### FINANCIAL MATTERS

**Claims Totaling \$87,803.95:** Director Foust asked about the dates listed on the claims. Mr. Carroll noted that the date listed is when the invoice was paid, not when the work was completed. Mr. Carroll reviewed the claims with the Board. Director Graham asked about the Director fees for 2022.

Following review, upon a motion duly made by Director Foust, seconded by Director Shelburn and, upon vote, unanimously carried, the Board approved and ratified the claims in the amount of \$87,803.95.

**December 31, 2022 Financial Statements:** Mr. Carroll introduced himself to the Board and noted that the audit is underway. He also reviewed the financial statements with the Board. Director Foust asked if the capital project fund is included in the ending fund balance. Following review and discussion, upon a motion duly made by Director Foust, seconded by Director Shelburn and, upon vote, unanimously carried, the Board approved the December 31, 2022 Financial Statements, as presented.

**Other:** None.

### LEGAL MATTERS

**Other:** None.

### LANDSCAPE UPDATE

**Landscaping Maintenance Report:** Ms. Rutman reported that spring cleanup has begun and that in the coming weeks they will begin aeration and irrigation activation.

### **BrightView Landscape Proposals:**

**2023 Annual Flowers Proposal:** Ms. Rutman reviewed the proposal with the Board. Following review, upon a motion duly made by Director Tauriello, seconded by Director Foust and, upon vote, unanimously carried, the Board approved the 2023 Annual Flowers Proposal, as presented.

**Other:** Director Shelburn asked about the rose bushes at the Estates entrance and the dead grass. Ms. Rutman reported that they will be spraying for turf mites and grubs and that she will provide a proposal for the removal of the rose bushes.

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Director Foust asked about the valve at the pond and the bench that needs to be rotated at the pond. Ms. Rutman noted she will provide a proposal for the rotation of the bench at the pond but that it would be best to reach out to the pond maintenance company for the valve repair.

Director Tauriello asked about getting a proposal to get an annual inspection of the entrance monument lights.

There was also discussion on foam forming in the pond, trash can replacements, and payment to the owner who performed irrigation repair on District property.

### MANAGER MATTERS

**SEMSWA Permanent Easement Discussion:** Ms. Harwell discussed that SEMSWA has been completing projects along the creek on the outfalls. She noted they are requesting a Permanent Easement Agreement so they can start performing routine maintenance on the outfalls. Director Tauriello noted that in the last Memorandum of Understanding, SEMSWA failed to meet some of the requirements regarding maintenance and cleanup of the work they did. Director Tauriello and Ms. Harwell agreed to meet onsite to review the condition of the area. No action was taken at this time.

**Greenfield HOA Update:** Ms. Terrell noted that the transition to the new management company is complete.

**Culvert Flooding Mitigation:** Ms. Terrell noted that the work was to begin in late January and that she is waiting for more information from the construction Manager. No action is needed at this time.

**Enforcement of Common Spaces:** The Board discussed the security of the common spaces. No action was taken at this time.

### **2023 Dumpster Day Discussion/Planning:**

**Electronic Waste Disposal- 3R Technology Solutions:** The Board directed CLA to move forward with Electronic Waste Disposal with 3R Technology Solutions.

**5280 Waste Solutions:** The Board directed CLA to move forward with three 40-yard dumpsters.

**Bailey Tree:** Ms. Terrell noted that once the woodchipper truck gets full, they will have to leave and empty it and then come back so there may be an hour period where the chipper truck will be gone. The Board asked if the residents can just pile up their tree limbs while the truck is gone. Ms. Terrell noted she will get clarification.

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**Paint Waste:** Director Shelburn reviewed the option he found with the Board.

**District Emails:** Ms. Heidt noted that she is still waiting on a few Board members to confirm that their new email addresses work.

**Other:** None.

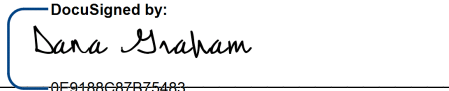
### OTHER MATTERS

**Other:** Director Foust asked about the snow removal costs and noted that BrightView has been responsive but might need a map of where removal should be done.

### ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Graham, seconded by Director Shelburn and, upon vote, unanimously carried, the meeting was adjourned at 6:53 p.m.

Respectfully submitted,

By  Secretary for the Meeting  
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