

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
LIVERPOOL METROPOLITAN DISTRICT (THE “DISTRICT”)
HELD
SEPTEMBER 16, 2024

A regular meeting of the Board of Directors of the Liverpool Metropolitan District (referred to hereafter as the “District”) was convened on Monday, May 6, 2024, at 5:00 p.m. This meeting was held at Greenfield HOA Clubhouse 20601 E Fair Ave, Centennial, CO 80016 and via Microsoft Teams. 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

Charlotte Lagrave, Treasurer was absent and excused.

Also, In Attendance Were:

Stephanie Odewumi, Ashley Heidt and Jason Kotzur; CliftonLarsonAllen, LLP (“CLA”)
Sara Rutman; BrightView Landscapes
Mike Ziegler, Aaron Storck, and Alissa Novak; Greenfield (HOA)
KC Brown; KC Land Designs
Dana and Jeff Emken, and John Nicholson; Members of the Public

ADMINISTRATIVE MATTERS

Call to Order and Agenda:

The meeting was called to order at 5:02 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 amended.

Disclosures of Potential Conflicts of Interest:

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. It was noted that disclosures of potential conflicts of interest were filed with the Secretary of State for all directors, and no additional conflicts were disclosed at the meeting.

Quorum, Location of Meeting, Posting of Meeting Notice:

A quorum was confirmed. The Board entered into a discussion regarding the requirements of Section 32-1-903(1), C.R.S., concerning the location of the District's Board meeting. The Board determined to conduct the meeting at the above-stated date, time and location, which is within 20 miles of the District. It was further noted that notice of the time, date and location was duly posted and that no objections to the location or any requests that the meeting place be changed by taxpaying electors within the District's boundaries have been received.

Public Comment:

Mr. and Mrs. Emken inquired about the status of the pond. Mr. Nicholson mentioned that there is a non-functional streetlight in front of 6545 S Killarney Court that has been out for about four years, with both the city of Aurora and Xcel Energy denying ownership. Ms. Odewumi offered to relay this information to the HOA management company.

Minutes of May 6, 2024 Regular Meeting:

The Board reviewed the Minutes of the May 6, 2024 Regular Meeting. Following review and discussion, upon a motion duly made by Director Tauriello, seconded by Director Shelburn and, upon vote, unanimously carried, the Board approved the May 6 Regular Minutes, as amended.

LANDSCAPE UPDATE

Landscaping Maintenance Report:

Ms. Rutman provided an update to the Board regarding the landscaping maintenance and summarized the proposals she will present after the landscape walk on Friday. She noted the native mow will serve as a beauty band, except for the native areas along the fences.

Snow Removal Contract:

Ms. Rutman noted a 3% overall increase and reiterated the 2-inch trigger depth on the sidewalks. Following review and discussion, upon a motion duly made by Director Foust, seconded by Director Graham and, upon vote, unanimously carried, the Board approved the Snow Removal Contract with BrightView Landscapes, as presented.

Holiday Light Design Presentation by KC Land Designs Company:

Ms. KC presented the holiday light redesign to the Board, noting she would like to conduct a walk through before the installation. The Board also reviewed proposals for pruning in the amount of \$5,800, an installation proposal for 2024/2025 in the amount of \$26,602.25, and a new design proposal in the amount of \$21,748.35. Following review and discussion, upon a motion duly made by Director Foust, seconded by Director Tauriello and, upon vote, unanimously carried, the Board approved the reviewed proposals for pruning in the amount of \$5,800, an installation proposal for 2024/25 in the amount of \$26,602.25, and

a new design proposal in the amount of \$21,748.35 and authorized the processing of a wire transfer in the amount of \$41,707.75 as per their standard procedure.

CONSENT AGENDA

- BrightView proposal for Tree Removals Replacements and Pruning in the amount of \$64,722.15
- BrightView proposal for Tree Replacement at West Side Monument at Smoky Hill and Kirk in the amount of \$1,092.58:
- BrightView proposal for 2024 Native Broadleaf Weed Spray in the amount of \$3,108.40
- BrightView proposal for Replacement of Annual Flowers due to storm damage in the amount of \$6,289.17

Following review and discussion, upon a motion duly made by Director Foust, seconded by Director Tauriello and, upon vote, unanimously carried, the Board ratified approval of the Consent Agenda items as listed above.

FINANCIAL MATTERS

Payment of Claims:

Ms. Odewumi reviewed the claims in the amount of \$177,757.90. Following review, upon a motion duly made by Director Shelburn, seconded by Director Graham and, upon vote, unanimously carried, the Board approved/ratified approval of the payment of claims in the amount of \$177,757.90, as presented.

July 31, 2024 Unaudited Financial Statements:

Ms. Odewumi reviewed the March 31, 2024 Unaudited Financial Statements with the Board. Following review, upon a motion duly made by Director Foust, seconded by Director Tauriello and, upon vote, unanimously carried, the Board accepted the March 31, 2024 Unaudited Financial Statements, as presented.

2023 Audit and Execution of Representation Letter:

Mr. Kotzur reviewed the 2023 Audit with the Board. Following discussion, upon a motion duly made by Director Foust, seconded by Director Tauriello and, upon vote, unanimously carried, the Board approved the 2023 Audit, subject to final legal review, and authorized execution of the Representations Letter.

LEGAL MATTERS

None.

MANAGER MATTERS

Greenfield HOA Update:

a. Greenfield HOA waste management contract

Mr. Ziegler inquired about the special meeting concerning the trash contract. Ms. Graham questioned the motivation behind this request. Mr. Ziegler noted that he feels the District is in a stronger financial position to handle large contracts, including the trash contract, and expressed their desire to maintain current dues without increases. Mr. Tauriello asked whether the HOA would reduce their dues if the District assumed control of the contract. Mr. Ziegler responded that the HOA had no intention of reducing the HOA dues should the LMD assume the costs of the waste management contract.

Discussion ensued regarding the 45-day notice process required should the board decide to proceed with acquiring the contract. Ms. Graham emphasized the importance of transparent communication with the community about this matter. There was discussion on sending an additional mailer to inform the community.

Upon a motion duly made by Director Shelburn, seconded by Director Foust, with a vote of Graham, Lagrave, Foust, Shelburn, in favor and with Director Tauriello abstaining, the Board approved taking over the waste management contract.

Mr. Ziegler noted that they are considering flock camera systems.

2025 Rate Sheet from Scheido Group for Pump Maintenance:

Ms. Odewumi reviewed the 2025 Rate Sheet from Scheido Group for Pump Maintenance, effective immediately upon availability. Following review, upon a motion duly made by Director Foust, seconded by Director Shelburn and, upon vote, unanimously carried, the Board approved the 2025 Rate Sheet from Scheido Group for Pump Maintenance, as presented.

Obtaining quotes to repaint fence along Smokey Hill Road:

Ms. Odewumi addressed the Board about the issue of painting the fence along Smokey Hill Road. The Board directed CLA to gather estimates for the repainting project.

Electrified Solutions estimate for Solar Bollard Installs in the amount of \$35,533.50:

Ms. Odewumi reviewed the Electrified Solutions estimate for Solar Bollard Installs in the amount of \$35,533.50 with the Board. No action was taken.

Radiant Lighting Services Inc. proposal for install of six total solar light posts in the amount of \$17,017.61:

Ms. Odewumi reviewed the Radiant Lighting Services Inc. proposal for install of six total solar light posts in the amount of \$17,017.61. No action was taken.

Pond equipment tampering and suggestions/ pond update:

Mr. Ziegler expressed his frustration regarding the cattail mitigation efforts, particularly noting his concern about the odor. Ms. Odewumi mentioned that she and Ms. Heidt have been in regular communication with ERS Solutions, who have confirmed that the cattail project will be completed by October 2024. There was also a discussion about the unauthorized access to the fuse box and how this might be contributing to the pump issues.

Update on the Joint Landscaping Walk with Greenfield HOA:

Mr. and Mrs. Emken voiced their concerns regarding the absence of replacements for the removed trees. Mr. Tauriello also shared his concerns regarding this issue.

Ms. Odewumi reviewed the action items that came out of the landscaping walk.

The Board asked to ensure the two upcoming landscape walks are scheduled on the calendar.

Website compliance matters and remediation services. Authorization of website compliance coordinator to obtain a proposal for remediation services for statutorily required documents and authorize Board member to approve proposal:

Following review, upon a motion duly made by Director Foust, seconded by Director Shelburn and, upon vote, unanimously carried, the Board authorized the website compliance coordinator to obtain a proposal for remediation services for statutorily required documents and authorize Board member to approve proposal. Mr. Foust will review.

OTHER BUSINESS

Quorum for November 18th Regular Meeting/Budget Hearing. Meeting time for the Statutory Annual Meeting:

The Board directed to reschedule the Regular/ Budget Hearing meeting to November 4, 2024 at 5:00 pm, with the Annual Meeting starting at 5:00 pm and the Board Meeting starting at 5:15pm.

ADJOURNMENT

There being no further business to come before the Board at this time, upon a motion duly made by Director Shelburn, seconded by Director Tauriello and, upon vote, unanimously carried, the meeting was adjourned at 7:35 p.m.

Respectfully submitted,

By _____
Signed by:
Dana Graham
0E9188C87B75483...

Secretary for the Meeting

Certificate Of Completion

Envelope Id: 4FDA5D2814B54E78815D3F1DD8346738
 Subject: Liverpool MD - 11/4/24 Meeting Signature Items
 Client Name: Liverpool MD -
 Client Number: A519684
 Source Envelope:
 Document Pages: 22
 Certificate Pages: 5
 AutoNav: Enabled
 Enveloped Stamping: Enabled
 Time Zone: (UTC-06:00) Central Time (US & Canada)

Status: Completed
 Envelope Originator:
 Marlena Brzeska-Cloyd
 220 S 6th St Ste 300
 Minneapolis, MN 55402-1418
 Marlena.Brzeska-Cloyd@claconnect.com
 IP Address: 76.155.166.169

Record Tracking

Status: Original
 11/6/2024 2:06:25 PM


Holder: Marlena Brzeska-Cloyd
 Marlena.Brzeska-Cloyd@claconnect.com

Location: DocuSign

Signer Events

Dana Graham
 dana.graham@liverpoolmetro.org
 Security Level: Email, Account Authentication
 (None)

Signature

Signed by:

 0E9188C87B75483...

Timestamp

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 Signed: 11/8/2024 11:41:02 AM

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Electronic Record and Signature Disclosure:
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Paul Tauriello
 paul.tauriello@liverpoolmetro.org
 President, LMD
 Security Level: Email, Account Authentication
 (None)

Signed by:

 7FF14E20D3A04BB...

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 Signed: 11/6/2024 2:29:16 PM

Signature Adoption: Pre-selected Style
 Using IP Address: 73.229.2.145

Electronic Record and Signature Disclosure:
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In Person Signer Events	Signature	Timestamp
Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
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Sarah Luetjen
 sluetjen@cegrlaw.com
 Security Level: Email, Account Authentication
 (None)

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SD Records

sdrecordsretention@claconnect.com

Security Level: Email, Account Authentication
(None)**Electronic Record and Signature Disclosure:**

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Witness Events**Signature****Timestamp****Notary Events****Signature****Timestamp****Envelope Summary Events****Status****Timestamps**

Envelope Sent

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11/6/2024 2:13:28 PM

Certified Delivered

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11/6/2024 2:27:32 PM

Signing Complete

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11/6/2024 2:29:16 PM

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11/8/2024 11:41:02 AM

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