

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING OF
THE BOARD OF DIRECTORS OF THE
LIVERPOOL METROPOLITAN DISTRICT
HELD
AUGUST 13, 2007

A regular meeting of the Board of Directors of the Liverpool Metropolitan District (referred to hereafter as "Board") was convened on Monday, the 13th day of August, 2007, at 3:00 P.M., at R. S. Wells, LLC, 6399 S. Fiddler's Green Circle, Suite 102, Greenwood Village, Colorado.

ATTENDANCE

Directors In Attendance Were:

Dave Bellamy
Carrie Houck
Dean Lagrave
Cathy Mitchell
Margie Fish

Also In Attendance Were:

Chad Klever; R.S. Wells, LLC
Josh Dudley; Clifton Gunderson, LLP, departed at 4:00 p.m.
Eric Plouffe; JBK, Inc. Landscaping
Cindy Saari; Greenfield Master HOA, departed at 3:30 p.m.

ADMINISTRATIVE MATTERS

Call to Order/Agenda: Chairman Bellamy called the meeting to order at 3:03 p.m. **Following review and discussion, upon motion duly made by Director Bellamy, seconded by Director Houck and, upon vote, unanimously carried, the Board approved the agenda.**

Meeting Location/Notice: 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 further noted that notice of this location was duly posted and that it has not received any objections to the location or requests that the meeting place be changed by residents or taxpaying electors within the District's boundaries.

Minutes: The Board reviewed the minutes of the May

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14, 2007 regular. Following discussion, upon motion duly made by Director Houck, seconded by Director Lagrave and, upon vote, unanimously carried, the minutes of the May 14, 2007 regular meeting were approved.

COMMUNITY MATTERS Ms. Saari presented to the Board proposals she has received for purchasing and installing LED holiday lighting at the entry monuments. She stated that orders must be placed by the end of August for purchase or supplies may not be available. She believes that she can negotiate a purchase price to approximately \$15,000.00. Lights will be stored by the installer for the following winter. The HOA is requesting that the District purchase the lights. Discussion ensued. The District agreed to discuss the matter later in the agenda and was tabled.

The Board discussed with Ms. Saari an idea to host a community wide dumpster day. The District asked Ms. Saari for a cost estimate for the dumpsters. Mr. Plouffe suggested keeping branches separate to be chipped and save space. The event is proposed for Spring 2008 and should be entered into the District's proposed budget.

Ms. Saari departed.

FINANCIAL MATTERS

Claims: Mr. Dudley reviewed the financial statements and claims for the District.

Upon a motion by Director Houck and seconded by Director Lagrave the District ratified claims for check numbers 1851 through 1868, totaling \$35,803.52 motion carried.

Upon a motion by Director Houck and seconded by Director Lagrave the Board approved claims for check numbers 1869 through 1877, totaling \$7,330.58 motion carried unanimously.

Ms. Fish mentioned she was not in attendance on May

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14, 2007 at the meeting but received a payment anyway, Mr. Klever noted that the District would make a credit towards the account for a future meeting attended by Ms. Fish.

Ms. Houck requested that a copy of all back up be brought to board meetings for ratification of checks and for current claims. Ms. Houck also mentioned that she is easily available to sign checks and that checks should not be mailed to her if possible if needed she should be called first and then the checks mailed for signature.

Director Houck made a motion to approve the June 30 financial statements as presented by Mr. Dudley Director Fish seconded and it was approved unanimously.

Mr. Klever noted that a draft budget will be provided to the board no later than October 15 and Mr. Dudley and Mr. Klever were asked to complete this. Director Mitchell noted that Greenfield Master HOA Board Members work very hard for the community but do not receive any payment, she inquired if Liverpool Metropolitan District could pay director fees for the HOA. Mr. Klever noted that would not be allowed under State Statute.

Financial Statements: Mr. Dudley reviewed the current cash position statement and June 30, 2007 financial statement setting forth the cash deposits, investments, budget analysis and accounts payable vouchers for the period ended June 30, 2007. Following discussion.

Upon motion duly made by Director Houck, seconded by Director Fish and, upon vote, unanimously carried, the Board accepted the current cash position statement and June 30, 2007 financial statement as presented.

Lights and Snow Removal: Mr. Klever reviewed the lights and snow removal with the Board. The District was previously willing to participate in

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the purchase but not the installation of the lights. The lights would come out of the general funding landscape other' category. Mr. Lagrave asked if this was appropriate use of taxpayer funds. Mr. Klever noted that it falls under the landscape category and that by performing the purchase the District would save the Community several hundred dollars in sales tax.

Following discussion, upon motion duly made by Director Mitchell, seconded by Director Lagrave and, upon vote, unanimously carried, the Board approved the purchase of seasonal lighting not to exceed \$15,000.00 and contingent upon reimbursement by Greenfield Master HOA of any amounts in excess of \$10,000.00.

2008 Budget: Mr. Dudley and Mr. Klever will have the 2008 draft budget to present at the October 15, 2007 board meeting.

LANDSCAPE MAINTENANCE

Items from JBK: Mr. Plouffe noted that legal help is drying out due to State Laws and other restrictions, as a result JBK has focused on the contracted services so extra projects such as installations have been delayed. Mr. Plouffe offered his apology that certain projects in the district have taken much longer than anticipated. Mr. Plouffe noted that contract of services are complete and up to date. Mr. Plouffe noted that they have performed root feeding and iron treating of chlorotic maples along the streetscapes and the invoice for \$700.00 is pending. Upon further discussion the Board directed Mr. Plouffe to get a proposal from Steve Day of Day and Associates to review the trees and streetscapes with particular note of the quality of water provided by East Cherry Creek Valley Water.

Director Houck made a motion to approve the contract with Steve Day and Associates not to exceed \$2,000.00 for an arborist report to the board, Director Fish seconded and that was

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approved.

Upon a motion by Director Houck and seconded by Director Fish to approve work orders from JBK in the amount of \$1,670.00 for landscape improvements at the center island seconded by Director Fish and that was approved.

Upon a motion by Director Houck to approve work orders from JBK in the amount of \$1,180.00 for tree replacements at S. Jericho Street and dead maples in the amount of \$3,300.00, seconded by Director Fish and approved.

It was noted that one of the tree replacements was due to a traffic accident, Mr. Plouffe has the police report for that and will forward to Mr. Klever to follow up with that Driver's individual insurance carrier. Mr. Plouffe was also directed to talk to with Mr. Day about providing a value for the lost tree. The Board asked Mr. Plouffe about hosting a fall walk through, that was set for Tuesday the 18th of September at 8:00 a.m. meeting at the corner of Fair and Liverpool Streets. Mr. Klever noted that this meeting would be a special meeting and would need to be posted and at that time Mr. Plouffe departed.

Approved Work Orders: Mr. Plouffe presented the Board with the following work orders; Landscape improvements at Center Island at a cost of \$1,670.00, tree replacements at S. Jericho St. and dead maples for a total of \$3,300.00, Mr. Klever will follow up on the Driver's License and Steve Day will provide a value of the lost tree.

Following discussion, upon motion duly made by Director Houck, seconded by Director Fish and, upon vote, unanimously carried, the Board approved the JBK work orders as presented.

MANAGER ITEMS

Mr. Klever noted that he received landscape plans from Arapahoe County however was having difficulty opening the files. Director Bellamy suggested checking in the old files with the District and

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potentially Sue Dagle who was previously the HOA Manager may have sent such files to West Star Management. Mr. Klever noted that he authorized \$150.00 for website changes to make it more usable.

Pond: Mr. Klever noted that CEM Lake has performed maintenances and is treating mosquito larvae on a complimentary basis. The District asked Mr. Klever to coordinate with the HOA since saturated and wet soils upstream are contributing to mosquito problems and that this should be treated by the HOA in the future. Mr. Klever explained that he had met with Chuck Reno and had also had discussions with City of Aurora officials regarding the under pass at Liverpool and Arapahoe, the Board suggested that what Mr. Klever has learned be passed on to the HOA for inclusion in the newsletter. With regards to the HOA and Board had previously had some discussions about the conveyance of the monuments to the District, the Board consensus was that the monuments should continue to be owned by the HOA, future discussion was not ruled out.

Dumpster Day: Mr. Klever was asked to get budget numbers from several quotes including Waste Management for hosting a dumpster day. It was suggested that a separate container be acquired for paint and other toxic materials, and that also they would plan on paying JBK for chipping of branches, etc.

OTHER BUSINESS

Board Member Items: Director Bellamy noted that communication between the Board is very time consuming and there is some confusion about who responds to issues that come from Constituents. It was noted that Mr. Klever should be listed as the initial contact both with the District and on the District web site and that any needed correspondence would be conveyed to the Board Members or would be suggested to the Constituent that it would be discussed at the next board meeting. The Board asked if they could have some additional special meetings throughout the year so that certain items could be discussed more frequently. A suggestion of Board Members could receive lower meeting fees for

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special meetings, Mr. Klever noted that this is indeed possible. Special meetings are most likely not to include District Management or Accounting staff.

The Board noted that the S. Jericho sidewalks had been damaged and instructed Mr. Klever to contact City of Centennial or Arapahoe County to see about having those replaced. The Board also noted that there is a sign at the pond which is damaged, the Board of Directors agreed to send a digital image to Mr. Klever so he can investigate replacement or repair.

ADJOURNMENT

There being no further business to come before the Board at this time, **upon motion duly made by Director Bellamy, seconded by Director Lagrave and, upon vote, unanimously carried, the meeting was adjourned at 5:45 p.m.**

Respectfully submitted,

By: _____
Secretary for the Meeting

THESE MINUTES APPROVED AS THE OFFICIAL AUGUST 13, 2007 MINUTES OF THE LIVERPOOL METROPOLITAN DISTRICT BY THE BOARD OF DIRECTORS.