

# RECORD OF PROCEEDINGS

## MINUTES OF A REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE LIVERPOOL METROPOLITAN DISTRICT HELD NOVEMBER 16, 2009

A regular meeting of the Board of Directors of the Liverpool Metropolitan District (referred to hereafter as "Board") was convened on Monday, the 16<sup>th</sup> day of November, 2009, at 4:00 P.M., at the Greenfield Clubhouse, 20601 E. Fair Avenue, Centennial, Colorado.

Attendance      Directors In Attendance Were:

Dave Bellamy  
Carrie Houck  
Dean Lagrave  
Margie Fish

Cathy Mitchell's absence was excused

Also In Attendance Were:

Randy Randall  
Sarah Hunsche and Kristen Ebert; Clifton Gunderson, LLP  
Chuck Reid; R. S. Wells, LLC

Call to  
Order

President Bellamy called the meeting to order at 4:05 p.m. and approved the agenda, noting that a quorum was present, conflicts of interest were filed and that all Directors were qualified.

Agenda

Mr. Reid requested that Resolution 2009-11-04 Setting an Election be added to the agenda. The agenda was accepted with this change.

Administrative  
Matters

A.      Minutes:

The Board reviewed the minutes of the regular meeting held on September 21, 2009, and upon motion duly made by Director Houck, seconded by Director Fish and unanimously carried, the minutes were approved as amended, the amendment being the meeting was called to order at 8:00 a.m. as opposed to 8 p.m. and other typographical changes.

The Board reviewed the minutes of the special meeting held on October 5, 2009, and upon motion duly made by Director Houck, seconded by Director Lagrave and unanimously carried, the minutes were approved as presented.

Visiting  
Guests

There were none.

Legal

There were none.

Financial  
Matters

A. Claims:

The Board reviewed the ratification totaling \$26,401.90. Upon motion duly made by Director Houck, seconded by Director Fish and, upon vote the Board approved the claims as presented, the motion passed unanimously.

The Board reviewed the current claims represented by check numbers 2112 through 2120 excluding check number 2113, totaling \$10,122.13. Upon motion duly made by Director Houck, seconded by Director Fish and, upon vote the Board approved the claims as presented, the motion passed unanimously.

B. Unaudited Financial Statements

Ms. Hunsche introduced Ms. Ebert to the Board. Ms. Ebert presented the unaudited financial statements for the period ending September 30, 2009 and the schedule of cash position updated on November 9, 2009. Following the presentation, the Board noted that certain fees that should have been placed in the capital projects fund, had been posted to the general fund. Ms. Ebert will follow up on the Boards recommendation on this issue and make appropriate adjustments. Following discussion there was a motion to accept the unaudited financial statement and current cash position, as amended, made by Director Houck, seconded by Director Lagrave. The motion passed unanimously.

The Board also requested that Mr. Reid follow up with JBK Landscaping to see if the invoice for design fees has been sent, and that the invoice should be billed to the capital projects fund in 2009.

C. Public Hearing on 2010 Draft Budget

At 4:31 p.m. there was a motion to open the public hearing to consider the proposed 2010 budget made by Director Lagrave, seconded by Director Houck. The motion passed unanimously.

Ms. Hunsche presented the budget and Mr. Reid provided additional information. The Board discussed the budget and their goals for the District relating to the temporary mill levy reduction of 3.279 mills that the Board enacted in 2008 and 2009.

Based on the expected drop in assessed valuations, the Board determined that for the 2010 budget the temporary mill levy reduction would be 1.279 mills, leaving the District with a total mill levy of 25 mills.

There were no public present to discuss the budget

At 5:20 p.m. Director Lagrave moved to close the public hearing, seconded by Director Houck and the hearing was closed.

Following additional discussion about the budget there was a motion to approve Resolution 2009-11-01, Adopting the 2010 Budget as amended, made by Director Houck, seconded by Director Lagrave. The motion passed unanimously.

There was a motion to approve Resolution 2009-11-02, Appropriating Funds, made by Director Houck, seconded by Director Fish. The motion passed unanimously.

Director Houck moved, and Director Lagrave seconded a motion to approve Resolution 2009-11-03 Setting the Total Mill Levy at 25 Mills. The motion passed unanimously.

Following additional conversation, there was a motion to reinstate two mills of the current 3.279 temporary mill levy reduction made by Director Lagrave, seconded by Director Houck. The motion passed unanimously, and results in the total mill lvy of 25 mills enacted by Resolution 2009 11-03

Following discussion the Board directed Mr. Reid to call the management company for the HOA MSI to discuss how the District funds may be able to assist the community with their infrastructure needs at the pool.

Landscape  
Items

A. Tree Planting:

Mr. Randall discussed a meeting he had with Directors Bellamy, Fish and Mitchell as well as Mr. Plouffe on November 4, 2009 to discuss the Trees Across Colorado grant program. Mr. Randall noted that Liverpool's previous grant submitted for this program needed additional 'depth' to the section of the grant regarding community involvement. It was noted that the intent of this program is to make twenty trees available for private individuals in the community to plant on private property, with the Liverpool Metropolitan District serving as back up if these twenty trees are not taken by the community.

Mr. Randall provided a plant pallet that had been agreed to at the meeting on November 4, 2009. There was a motion to accept the plant pallet made by Director Houck, seconded by Director Fish. The motion passed unanimously.

The Board requested that a map be created for the website showing the location where the trees are intended to be planted. It was noted that the total project cost (if no grant is received for this program) is approximately \$5,000. A \$900 check will need to be provided by January 5, 2010 and the tree pickup will be scheduled for April.

District  
Manager

A. 2010 Election:

Mr. Reid added Resolution 2009-11-04 Calling for an Election. Following discussion there was a motion to approve Resolution 2009-11-04 made by Director Houck, seconded by Director Fish. The motion passed unanimously.

B. Senate Bill 09-87:

Mr. Reid noted that Senate Bill 2009-87 was enacted by the Colorado Senate legislature last year which will require some modifications to the District website, Mr. Reid will be updating that information as needed.

C. 2010 Meeting Dates:

The Board set the 2010 meeting dates as follows:

Regular Meetings, at the Clifton Gunderson/R.S. Wells offices, 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO

Monday, January 25, 3:00 p.m.

Monday, May 17, 3:00 p.m.

Public Hearing to consider the 2011 Budget, at the Greenfield Clubhouse, 29401 East Fair Avenue, Centennial, CO

Monday, November 15, 3:00 p.m.

Community Walk throughs, meeting at the Greenfield Clubhouse, 29401 East Fair Avenue, Centennial, CO

Monday, April 19, 8:00 a.m.

Monday, September 20, 8:00 a.m.

D. Pond Maintenance Proposals:

Mr. Reid reviewed the proposals received by the District. Proposals were received from CEM Lake, ANR and Aqua Sierra. Following discussion the Board requested that ANR and Aqua Sierra attend the January Board meeting for specific follow up interviews. They also requested Mr. Reid to inquire if outside consultant Bill Ruzzo might be available to help with the interviews.

E. 2010 Contracts:

There was a motion to approve JBK Landscaping as the Districts Landscaper made by Director Houck, seconded by Director Lagrave. The motion passed unanimously.

There was a motion to appoint Clifton Gunderson as the Districts Accountant made by Director Houck, seconded by Director Lagrave. The motion passed unanimously.

There was a motion to appoint Schilling and Associates as the Districts Auditor made by Director Houck, seconded by Director Lagrave. The motion passed unanimously. There was a motion to appoint Collins Cockrel & Cole as the Districts Attorney made by Director Houck, seconded by Director Fish. The motion passed unanimously.

There was a motion to appoint R. S. Wells as the District Manager made by Director Houck, seconded by Director Fish. The motion passed unanimously. Mr. Bellamy expressed concern about records management by the R.S. Wells, Mr. Reid indicated that work continues on this issue, and he appreciates this feedback and is interested in making sure client needs and services are met.

Board Member

Items            There were none

Adjournment

There being no further business to come before the Board at this time, President Bellamy adjourned the meeting at 6:35 p.m.

Respectfully submitted,



---

Secretary for the Meeting