

LIBERTY HILL METROPOLITAN DISTRICT

Un-Official Board of Directors Meeting Minutes

February 20, 2013

The Directors of the Liberty Hill Metropolitan District held its regular meeting at C. McDonnell residence, 5542 E. Costilla Dr, Centennial, CO 80122 after satisfying the legal requirement for publication notice.

The following Directors were present: Sandra Zarlengo-Lee, Cameron McDonnell, Joel George (via remote phone), Betty Thomsen and Danielle Greenleaf

The following Directors were absent: None

Guests in attendance: None

Call to Order

The meeting was called to order by Chairperson McDonnell at 6:36pm after declaring a quorum of Directors present as reflected by this record.

- I. The January 2013 meeting minutes were reviewed by the Board and explained to the guests. Minutes were reviewed and signed by Board.
- II. The January 2013 treasurers report was reviewed by the Board and explained to the guests. Treasurer's report were reviewed and discussed by Board.
- III. J. George reports all current bills have been paid. Colorado Income taxes will need to be withheld from annual payments to board Members. Budget submitted to Department of Local Government. IRS form 941 was submitted.

OLD BUSINESS

- I. The letters on the monument at S. Holly St & E. Easter Ave are falling off again; this item is tabled until the perimeter plan has been finalized.
- II. S. Zarlengo-Lee posted the Metro Board meeting dates / place.

NEW BUSINESS

- I. The Metro Board will need to find a new meeting place as the current location (S. Holly Baptist Church) is not available on a regular basis. C. McDonnell volunteered to find a location that would be available on a monthly basis otherwise will request a key to access the Church. It was recommended we find a local library.
- II. The corner of the fence at S. Holly St & E. Briarwood Ave was fixed (probably by the current homeowner).

- III. The current Perimeter maintenance contract ends April 30, 2013. C. McDonnell solicited proposals from 4 companies (Indian Summer \$30,000; JBK \$17,980; Landtech \$14,940 and American Quality \$18,900. After reviewing these proposals the board was interested in American Quality, C. McDonnell will ask if they would discount their price to go with a 2-year contract. C. McDonnell to provide a copy of the proposals for all board members to review prior to March meeting. The final decision will be made at the March 20th meeting so that the current contractor can be given a 30 day notice of cancellation.
- IV. A proposal from Sage Design was presented by S. Zarlengo-Lee to complete the perimeter plans to go out in a pricing package to a select number contractors for budget pricing. Sage Design to act as Construction Manager for the Metro Board. His proposal is \$3,500.00; the Board approved to have Sage move forward and have the plans ready for the March meeting for final review.
- V. The Metro Board has determined the following as a timeline for updates along the perimeter:
 - a. Preliminary drawings: March 20, 2013
 - b. Bid Set: April 17, 2013
 - c. Begin construction along Holly: Undetermined at this time
- VI. S. Zarlengo to invite Sage Design, Charlie Krumenaker and David Lee to March 20th meeting for input from the Architects, Horticulturist and Construction perspective. Any and all homeowners are welcome to attend any meeting.
- VII. The Metro District will hold a special election on May 7th if there are other candidates interested in serving on the Board; otherwise the election will be cancelled.

NOTES:

The next un-official District meeting will be held on Wednesday March 20, 2013 at 6:30pm at the S. Holly Baptist Church at 7101 S. Holly St, Centennial, CO 80122.

There being no new or additional business to be reviewed by the Board at this time, Chairperson McDonnell entertained a motion that was duly seconded and voted to adjourn. This regular meeting was adjourned at 7:17 pm by unanimous voice affirmation of the Directors present.

Cameron McDonnell, Chairperson

March 20, 2013
Date

Sandra Zarlengo-Lee, Secretary

Joel George, Treasurer

Betty Thomsen, Assistant Treasurer

Danielle Greenleaf, Member at Large