

LIBERTY HILL METROPOLITAN DISTRICT

Official Board of Directors Meeting Minutes

September 22, 2014

The Directors of the Liberty Hill Metropolitan District held its regular meeting at S. Holly Baptist Church, 7101 S. Holly St., Centennial, CO 80122 after satisfying the legal requirement for publication notice.

The following Directors were present: Cameron McDonnell, Joel George, Andrea Bobb, Danielle Greenleaf, and Betty Thomsen

The following Directors were absent: None

Guests in attendance: None

Call to Order

The meeting was called to order by Chairman McDonnell at 6:46 p.m. after declaring a quorum of Directors present as reflected by this record.

- I. The August 2014 Treasurer's report was reviewed by the Board. J. George reported that there was a correction to the July 2014 treasurer's report and explained the correction. The Treasurer's reports for August 2014 and the corrected July 2014 were motioned for approval by D. Greenleaf, seconded by B. Thomsen.
- II. The August 2014 meeting minutes were reviewed and signed by the Board. Motioned for approval by C. McDonnell, seconded by D. Greenleaf.

OLD BUSINESS

- I. Perimeter Update:
 - A. Metco Landscape finished topping off the mulch around the perimeter as well as adding rock along Holly Street.
- II. Tree Trimming:
 - A. C. McDonnell reported that the perimeter tree trimming should be finished this Wednesday, September 24th. There are a lot of dead branches that the tree company is removing.
- III. SDA Conference:
 - A. J. George provided a SDA Annual Conference Report which bulleted several areas of education provided at the SDA conference and that report is incorporated into these minutes.
 - B. J. George indicated that the conference was very beneficial and suggested that at least one Board member of LHMD attend every year.

- C. A discussion among Board members ensued regarding reviewing professional options for legal counsel and financial/audit professionals for business concerning LHMD.

NEW BUSINESS

- I. Landscape Maintenance Company:
 - A. Discussion ensued about previous issues with the current perimeter landscape company continuing to be a problem.
 - B. C. McDonnell reported that he met with a representative from Metco Landscape regarding the bidding of perimeter landscape maintenance. C. McDonnell went over what their perimeter maintenance contract would entail.
 - C. There was Board discussion regarding obtaining additional bids for perimeter landscape maintenance. C. McDonnell reported that he would obtain at least two additional bids for the Board’s review at the next Board meeting.
- II. 2015 Budget Season:
 - A. J. George reminded the Board that we would be discussing the 2015 budget for LHMD at the next Board meeting.

NOTES:

The next official District meeting will be held on Monday, October 20, 2014 at 6:30 p.m. 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, Chairman McDonnell entertained a motion that was duly seconded and voted to adjourn. This regular meeting was adjourned at 7:12 p.m. by unanimous voice affirmation of the Directors present.

Cameron McDonnell, Chairman

October 20, 2014
Date

Joel George, Treasurer

Andrea Bobb, Secretary

Betty Thomsen, Assistant Treasurer

Danielle Greenleaf, Member at Large

SDA Annual Conference Report

Sept. 10-12, 2014

Joel George, Treasurer, was the LHMD representative at the Special Districts Association (SDA) of Colorado's Annual Conference in Keystone, CO. There were numerous presentations and vendor displays relating to Special District needs/interests. Some of the highlights included:

- Total Cost to LHMD: \$905.35 - \$750 reimbursement via scholarship = \$155.35
- Numerous presentations and vendors related to Special District needs/interests:
 - Campaigning Does and Don'ts:
 - With limited exceptions, Special Districts cannot expend public funds to support/oppose a ballot issue or a candidate.
 - For Special District elections, the Fair Campaign Practices Act rules kick in when the Board adopts a resolution calling for the election and setting the ballot title.
 - Cannot use public money to urge voters to vote for/against.
 - Can prepare a factual summary of pro/con positions; can adopt Board resolution for/against issues of official concern.
 - Taxation 101:
 - Mill levy explanation
 - "5.5% limit"—Revenue from property tax cannot increase more than 5.5% from last year, unless new growth or voter approval
 - Employment Landscape:
 - Board members are W-2 employees from the IRS' perspective.
 - Effective Board Membership:
 - Adopt mission statement
 - Post agenda 24 hours before meeting; have annual resolution of posting places; post 72 hours prior if taking formal action
 - Disclose any conflict of interest or even the appearance of conflict of interest
 - Communication (even email) between 3 or more Board members = meeting
 - Keep minutes short but complete
 - Allow public comments but do not debate speaker
 - DOLA:
 - Grants available for any entity, including Special Districts
 - www.dola.colorado.gov/sd-elections
 - www.dola.colorado.gov/e-filing
- Great contacts:
 - Cathy Noon—Community Resource Services (CRS), which provides special district management and consulting services; commented on our perimeter looking great.
 - Joe McConnell—DLG; assured him that we're trying! We cannot miss the 2016 election.
 - Laura Puca, CPA—Crady, Puca & Associates; gave advice re accounting for fence project; can review finances (not audit).
 - SIPA—Colorado Statewide Internet Portal Authority; provides services to CO government agencies; (www.colorado.gov/sipa).