

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARK MEADOWS METROPOLITAN DISTRICT
HELD
JUNE 27, 2011**

A regular meeting of the Board of Directors of the Park Meadows Metropolitan District was held on Monday, June 27, 2011 at 5:00 p.m., at the Lone Tree Civic Center, 8527 Lone Tree Parkway, Lone Tree, Colorado 80124.

Attendance: In attendance were Directors:

John Herbolich
Mark Thomas
Roger Pearson
Dale Norblom
Greg Kelly

Also in attendance were:

Bob Blodgett; Clifton Gunderson LLP
Chuck Reid; Clifton Gunderson LLP
Matt Bevill; The Brickman Group
John Cotten; TST, Inc. of Denver
Tamara Seaver; Icenogle Seaver Pogue, P.C.
Jack Hidahl; City of Lone Tree
Orin Turner; Ol' Stone Company

Call to Order

Director Herbolich called the meeting to order at 5:00 p.m.

Declaration of
Quorum/Director
Qualifications/
Disclosure Matters

A quorum was declared present, all Directors are qualified, and there are no disclosure matters.

Approval of
Agenda

Upon a motion by Director Herbolich, seconded by Director Pearson, the Board approved the agenda as submitted.

RECORD OF PROCEEDINGS

Public Comments

None.

CONSENT AGENDA

Director Pearson asked that the May claims be removed and the April Legal Services Bill also be removed.

Upon a motion made by Director Pearson, seconded by Director Norblom, and upon vote unanimously carried, the Board approved removal of Items 6B and 6C, the May Claims and the April Legal Services Bill.

Upon a motion made by Director Kelly, seconded by Director Pearson, and upon vote unanimously carried the Board approved the Consent Agenda with the exceptions of Items 6B, the May Claims, and 6C, the Legal Services Bill.

- V. Review and Approve Minutes of the May 23, 2011 Regular Meeting
- VI. Financial Items
 - A. Approve May 20, 2011 Cash Position
- VII. Landscape Maintenance Items
- VIII. Manager Items
 - A. Accept June 9, 2011 Letter to HOA's re: Turf and Tree Care Recommendations.
 - B. Approve Five Year Capital Improvement Plan and Joint Projects Report
 - C. Informational Items

DISCUSSION AGENDA

- VI. B. Approve May Claims - check numbers 3100 through 3104 for directors fees totaling \$471.75 and check numbers 3105 through 3115 totaling \$143,463.77 (Removed from Consent Agenda)

Director Pearson asked about the May Management Services Bill. Mr. Blodgett explained the reasons for the overage. He indicated that management services should be within budget during the last half of the year.

Director Pearson asked about the Denver Water bills and the location of the meters where they are using the water. Mr. Reid indicated there is a map that provides this information. He will send it to the Board.

RECORD OF PROCEEDINGS

Director Pearson asked that the management, legal and accounting year-to-date expenditure information be sent to the Board each month with the claims for comparison to the budget. The Board concurred.

Upon a motion duly made by Director Pearson, seconded by Norblom, and upon vote unanimously carried, the Board approved the May claims totaling \$143,463.77 represented by check numbers 3105 through 3115 dated June 24, 2011, and the Director Fees represented by check numbers 3100 through 3104 totaling \$471.75 dated June 24, 2011.

VI. C Approve April Legal Services Bill of \$5,126.11 (Removed from Consent Agenda)

Ms. Seaver explained that the April bill involved quite a bit of work drafting the agreement with the Park Meadows BID regarding transfer of responsibility for the Park Meadows Mall landscaped right-of-way maintenance to the BID.

Ms. Seaver reported that year to date the legal services are under the annual monthly budget.

The Board thanked Ms. Seaver for the information. Upon a motion duly made by Director Pearson, seconded by Director Norblom, and upon vote unanimously carried, the Board approved the April Legal Services Bill in the amount of \$5,126.11.

IX. Landscape Maintenance/Construction Items

A. Accept June Landscape Maintenance Report

Mr. Bevill reviewed the June report with the Board. After discussion, the Board accepted the report.

B. Discuss Cost Estimate for Locating a Weather Station Within the District

Mr. Bevill reported he met with manufacturers of the ET station and the weather track controllers. One weather station is located east of the District at Centennial Airport and one is west of Quebec. They did not recommend the purchase of a weather station to be placed within Lone Tree at a cost of \$9,000. They do not feel it would be cost effective and would not significantly reduce water usage for the District or the HOA's in the District. The Board concurred.

RECORD OF PROCEEDINGS

C. Work Authorization for Brickman for Valve Replacement - \$4,004

Mr. Bevill presented a work authorization for replacement of necessary valves along the north side of Lincoln between Stoneglenn and Rosemont Drive in the amount of \$4,004. He reported that Brickman had exhausted all options related to repairing the valves and that it was no longer cost effective.

Upon a motion by Director Thomas, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the work order not to exceed \$4,004.

Mr. Blodgett reported he will review with Mr. Bevill and the accounting staff whether or not this should be a capital expense or maintenance expense.

The Board asked that Mr. Bevill review other irrigation wiring and valves within the system and determine if a five to ten year replacement plan should be adopted for older irrigation wiring and valves similar to the median rehabilitation plan. Mr. Bevill will review for the 2012 budget.

D. Other Items

Mr. Bevill reported that recently plants and shrubs have been replaced in the Park Meadows Drive medians as part of the warranty with the City of Lone Tree. Brickman is now maintaining this median on behalf of the District.

E. Sunningdale Drive

Director Herbolich asked if Brickman could address the black water pipe that is showing in the median? He indicated it was not visible last fall. Mr. Bevill reported he will contact Mr. Cotten to see if anything can be done about covering the black water pipe.

F. Pocket Gophers

Director Pearson inquired about pocket gophers. Mr. Reid responded the pocket gophers are being treated by Patriot Pest Control monthly.

G. City of Lone Tree Monument Sign at Chuck E Cheese, Southeast Corner of County Line and Quebec

RECORD OF PROCEEDINGS

Director Pearson reported this landscape material looks “scrappy”. Can this be addressed by Brickman? Mr. Bevill indicated he would review and provide recommendations regarding improved plant materials at the July meeting.

H. Terra Ridge Water Concerns

The Board reviewed the letter from Mr. Solomon to the City of Lone Tree on behalf of the Terra Ridge HOA. The City referred the letter to the District to review. Mr. Bevill reported he spoke with Mr. Solomon this afternoon and explained why the water usage may be higher. The ET controllers do not necessarily reduce water usage, they apply the appropriate amount of water for the turf conditions. Because the turf has been so dry the last two months, more water was used than during the same time period in 2010.

I. Removal of Turf in Lone Tree Parkway

Director Pearson inquired about the possible removal of the turf in Lone Tree Parkway to save on water use. Mr. Blodgett reported the City of Lone Tree would need to approve this removal as part of their site planning approval. The Board asked that Mr. Bevill and/or Mr. Blodgett discuss this possibility with the City of Lone Tree and report at the July meeting.

X. Construction Project Items

A. Lone Tree/PMMD Joint Cooperative Projects

1. Under Construction
 - a. Pedestrian Lights on South Side of Lincoln (Yosemite to Highland Ranch Boundary)

Mr. Blodgett reported he understood this work would begin in July.

2. Under Design
 - a. Parkway Drive Reconstruction and Landscaped Medians

No report

RECORD OF PROCEEDINGS

3. Under Study

a. None

B. Other City of Lone Tree Projects

1. Park Meadows Center Drive Widening from 1 to 2 Lanes at Intersection with County Line Road

Director Kelly indicated he had not yet been contacted by Mr. Cotten. Director Herbolich reported he had received an email from Mr. Cotten indicating Mr. Cotten was attempting to set a meeting with CDOT to discuss this project.

2. Lone Tree Parkway Median West of Yosemite

The Board asked about the status of the cost estimate for converting this to the flagstone standard. Mr. Blodgett will check with Mr. Cotten.

3. Chuck E Cheese Lighting Repairs

Mr. Blodgett reported he received an email from Mr. Cotten indicating the cost is \$850. The City will proceed with the repairs so that the lights are functioning again at the sign.

4. Retaining Walls at Northeast and Northwest Corner of Yosemite and C-470/Park Meadows Center Drive

Director Pearson reported he would like to discuss this at the July meeting. Mr. Blodgett will inform Mr. Cotten.

C. Five year Median Rehabilitation Plan RFP

Mr. Reid distributed copies of the Request for Proposals for the median rehabilitation work. He reported he had prepared the scope of work and TST prepared the RFP and related language. There was some discussion about whether the bidders should only bid on an approximately one year's worth of work so they are not trying to hold their prices for three or four years. The 2011 budget for this work is \$50,000. There was some

RECORD OF PROCEEDINGS

discussion regarding whether per square foot or per median was the best way to bid the project. Mr. Cotten noted that if the Board waits on the results of the pilot project on Yosemite regarding the use of Breeze or concrete mortar, this will be September/October and will be too late to do the first year of the median rehabilitation.

After discussion, the Board decided to wait on the results of the pilot program and finalize the RFP in the spring of 2012 and submit it at that time for bids.

The Board designated Directors Kelly and Pearson to work with TST and CG to review the RFP.

D. Other

Mr. Turner reported on the results of the pilot project. He reported that the mortar and caulk is being used in approximately 50 feet of the Yosemite median adjacent to the Enclave, and Breeze in about 75 feet.

Mr. Cotten reported that TST will take the lead on the damaged concrete curb replacement in this median.

XI. Manager's Report

A. Confirm HOA Mailing List for Meeting Agendas

The Board confirmed the mailing list for the mailing of future meeting agendas.

B. RTP FasTracks Update

Mr. Blodgett provided a summary of the Citizens Advisory Committee's recent meeting regarding the schedule for the Sky Ridge FasTracks extension.

XII. Financial Items

None

XIII. Attorney's Report

None.

RECORD OF PROCEEDINGS

XIV. Director's Items

A. 2011 SDA Special District Collaboration Award Nominations

Mr. Blodgett reported the nomination was submitted on June 23, 2011.

B. June 3, 2011 SDA Workshop Results

Director Herbolich and Director Thomas attended the workshop. Director Herbolich summarized the results of the workshop. Mr. Blodgett recommended that the Board's email policy be reviewed by the attorney and discussed at the July meeting. It was the topic of considerable discussion at the June 3rd workshop.

C. Information Postcards to Residents Regarding Major Projects in the District

After discussion, the Board decided not to send the informational postcards to district residents in 2011. This will be reconsidered for mailing in 2012.

D. Joint Meeting with Lone Tree City Council re: Future Capital Projects

The Board asked that Mr. Hidahl and the City Council notify the Board if they would like to have a joint meeting in July or August regarding coordination of the 2012 budget and capital project priorities.

XV. Other Items

None

XVI. Adjournment

Upon motion by Director Herbolich, seconded by Director Thomas, having no further business to discuss, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,



Secretary for the Meeting

Next Scheduled Meeting: The Next Regular Meeting is scheduled for July 25, 2011 at 5:00 p.m. at the Lone Tree Civic Center, Meeting Room A, 8527 Lone Tree Parkway, Lone Tree, Colorado.