

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARK MEADOWS METROPOLITAN DISTRICT
HELD
AUGUST 22, 2011**

A regular meeting of the Board of Directors of the Park Meadows Metropolitan District was held on Monday, August 22, 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:

Mark Thomas
Roger Pearson
Dale Norblom
Greg Kelly

Also in attendance were:

Bob Blodgett; Clifton Gunderson LLP
Matt Bevill and Scott Stoddard; The Brickman Group
John Cotten; TST, Inc. of Denver
Jack Hidahl; City of Lone Tree
Sharon Van Ramshorst; City of Lone Tree
Susan Squyer; City of Lone Tree

Call to Order

Director Thomas called the meeting to order at 5:00 p.m. The Board designated Director Thomas as acting president for the meeting in the absence of Director Herbolich.

The Board excused the absence of Director Herbolich.

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 Norblom, seconded by Director Pearson, the Board approved the agenda as submitted.

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Public Comments

None.

CONSENT AGENDA

Director Pearson asked that the Joint Capital Projects Report and Five Year Capital Improvement Plan be removed from the Consent Agenda.

Upon a motion made by Director Kelly, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the Consent Agenda with the exception of Item VII. A, Approve Joint Capital Projects Report and Current Five Year Capital Improvement Plan.

V. Review and Approve Minutes of the July 25, 2011 Regular Meeting

VI. Landscape Maintenance Items

DISCUSSION AGENDA

VII. Manager Items

A. Approve Joint Capital Projects Report and Current Five Year Capital Improvement Plan

Director Pearson asked that the retaining walls on the northwest and northeast corners of Park Meadows Center Drive and C-470 at Yosemite be added to the Five Year Capital Improvement Plan. The Board deferred a discussion of this issue to the September 19th work session.

Upon a motion duly made by Director Pearson, seconded by Director Thomas, and upon vote unanimously carried, the Board approved the Joint Capital Projects Report and current Five Year Capital Improvement Plan as submitted.

VIII. Landscape Maintenance Construction Items

A. Accept August Landscape Maintenance Report

Mr. Bevill reviewed his report with the Board. He reported that the additional landscaping adjacent to the Lone Tree Monument

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sign next to Chuck E Cheese at the southeast corner of Quebec and County Line Road has been completed.

The Board asked who maintains the property around Chuck E Cheese which does not look as good as the area adjacent to the sign. Mr. Cotten indicated he thought the property owner probably did. He will contact the Chuck E Cheese property management group to discuss improving the maintenance of their property.

Mr. Bevill reported there are several trees dying in the Park Meadows Drive median between Yosemite and Acres Green. Mr. Cotten reported he has contacted the contractor who will replace these dead trees in the fall.

B. Work Orders

None.

C. Discuss Replacement of Turf in Lone Tree Parkway Medians (Lincoln Ave. to Civic Center) with Shrubs and Perennials - \$58,946

Mr. Stoddard and Mr. Bevill reviewed the plans for replacing turf in the Lone Tree Parkway medians from Lincoln Avenue to Civic Center with shrubs and perennials for a cost of \$58,946. After discussion, the Board tabled a decision to the September 19th work session. Mr. Bevill noted there would be cost savings in water usage with the installation of the new materials. He indicated these could be planted in either the fall or the spring depending upon when they are approved.

D. Timberline Median from Lodgepole to Highlands Ranch Boundary

The Board discussed the appearance of this median. It is not up to the standards of the other landscaped medians within the District. The Board asked Mr. Bevill for a cost estimate to improve this median which can be reviewed at the September 19th work session.

E. Mutt Mitts

Mr. Bevill reported that Brickman is presently replacing the mutt mitts on Lone Tree Parkway, Timberline, Yosemite, Lincoln and

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Ptarmigan. They do not empty the waste. There are a total of 13 stations maintained by Brickman. This is done at no charge to the District.

The Board thanked Mr. Bevill for Brickman's efforts in this regard.

IX. 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. Cotten reported the underground wiring is in. This week should see the completion of one-third to one-half of the pole bases being set. The remainder will be set next week. The project should be complete in September

- b. Lone Tree Parkway Median Renovation (West of Yosemite)

Mr. Cotten reported this project is completed. The Board noted that this median looks much better now.

2. Under Design

- a. Parkway Drive Reconstruction and Landscaped Medians

Mr. Cotten reported the City Council awarded the bid for the reconstruction of Parkway Drive at its August 16th meeting. He met with the General Manager of Don Massey regarding the reconstruction in the future medians. The Don Massey dealership has requested that the District maintain the right of way along the north side of Parkway Drive from Acres Green to Bozarth Way. The dealership will provide the water. Mr. Blodgett reported this is consistent with the District's policy regarding maintenance of

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commercial right of ways along arterials and collectors at the District's expense.

Mr. Cotten asked that the Board also agree to maintain the right of way adjacent to the Go Chevrolet property. He will be meeting with them in the future and believes they will ask for the same consideration.

Upon a motion duly made by Director Norblom, seconded by Director Kelly, and upon vote unanimously carried, the Board agreed to maintain the right of way on the north side of Parkway Drive from Acres Green to Bozarth Way with the understanding that the property owner will provide irrigation water for use by the District.

3. Under Study

- a. Parkway Drive Landscaped Medians (Bozarth Way to Yosemite)

Scheduled for the September 19th work session.

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

Mr. Cotten is meeting with CDOT to request that they maintain the southwest corner of C-470/Yosemite if the City pays for the water.

- c. Future Traffic Signals on County Line Road (Quebec to I-25)

Mr. Cotten reported that six traffic signals should be replaced within the next four to five years. The estimated cost is \$250,000 each.

- d. Renovation of Lone Tree Parkway Median (West of Yosemite)

Mr. Cotten will provide Mr. Blodgett a brief email letter regarding the schedule for the 1601 process

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and which projects are being reviewed by CDOT as a part of this process.

B. Other City of Lone Tree Projects

Mr. Cotten reported the lights are once again working on the Lone Tree Monument sign at the southeast corner of Quebec and County Line Road adjacent to Chuck E Cheese. The missing black letter has been replaced.

C. Other

Director Pearson inquired about replacement of stone on the north side of The Enclave entrance on the Yosemite median. Mr. Cotten indicated Mr. Stoddard is aware that this stone needs to be replaced.

Director Pearson thanked Mr. Cotten for the work done by TerraCare in adding the flagstone in the Lone Tree Parkway median west of Yosemite.

X. Financial Items

A. Review and Approve the August 22, 2011 Cash Position

Mr. Blodgett reviewed the cash position report with the Board. After discussion, upon a motion duly made by Director Thomas, seconded by Director Pearson, and upon vote unanimously carried, the Board accepted the August 22, 2011 cash position.

B. Approve July Claims Totaling \$84,519.15 and Approve Director Fees Totaling \$377.40

Upon a motion duly made by Director Pearson, seconded by Director Kelly, and upon vote unanimously carried, the Board approved the July claims represented by checks 3141 to 3149 totaling \$84,519.15 and director's fees totaling \$377.40.

Director Pearson asked what percentage of the management services budget has been spent through July. Mr. Blodgett did not have that calculation. Director Kelly indicated his calculations showed there was approximately \$12,000 left in the 2011 management services budget for the remainder of the year. Mr. Blodgett will review the expenditures to date and indicate what unanticipated expenditures were spent on the hiring of a

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new attorney and the controller project with the City of Lone Tree. He reported he is making efforts to reduce the District's management costs to a minimum. He noted this should be discussed at the September 19th work session. The Board concurred.

XI. Manager's Report

A. August 30th Park Meadows Mall 15 Year Anniversary Pancake Breakfast

Ms. Schenk-Kelly has invited the Board and others to the 15th Anniversary Pancake Breakfast.

B. Website Update

Mr. Blodgett reported the District has not updated its site recently in order to save money. He will check on the status of pictures of the new pedestrian lights on the south side of Lincoln and see if Mr. Nearing can add this to the website.

C. Accept Denver Water Usage Report

The Board accepted the Denver Water Usage Report.

D. Park Meadows Mall BID IGA with the Park Meadows Metropolitan District regarding PMMD paying the BID contractor for landscape in the right of way adjacent to the Mall

Mr. Blodgett reported the BID would like the District to pay the contractor directly. After discussion, the Board determined that the arrangement is between the District and the BID, and the District will reimburse the BID for the costs incurred by their contractor for this right of way per the agreement reached several months ago. Mr. Blodgett will inform the BID.

XIII. Attorney's Report

A. Ratify Revised Board E-Mail Communication Policy

Upon a motion duly made by Director Thomas, Seconded by Director Kelly, the Board ratified the E-Mail Communication Policy as recommended by Ms. Seaver at the July board meeting

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XIV. Director's Items

A. 2011 SDA Collaboration Award

The District will be recognized by the SDA with an Annual Collaboration Award at the September 16th noon lunch session at the Annual Conference.

B. 2011 SDA Annual Conference September 14 – 16, Breckenridge

Directors Thomas, Kelly and Pearson will attend on behalf of the District. Director Herbolich will be attending on behalf of both Southgate Sanitation District and Southgate Water District, as well as Park Meadows Metropolitan District. Director Norblom is attempting to attend for the lunch presentation.

County Commissioner Jack Hilbert, Mayor Jim Gunning and former Lone Tree Mayor, Jack O'Boyle have all been invited also to participate in the award presentation on September 16th. Mr. Blodgett invited Mr. Hidahl, Mr. Cotten and Council Members Squyer and Van Ramshorst also if they can attend.

XV. Other Items

None.

XVI. Adjournment

Upon motion by Director Kelly, seconded by Director Pearson, the Board called a special meeting for Monday, September 19, 2011 at 10:00 a.m. at the Lone Tree Golf Club for a work session on the 2012 budget, capital projects and other items.

The Board asked that Ms. Harwell attend the beginning of the meeting to provide an update on financial projections. Mr. Bevill was also asked to attend to discuss landscaping projects. Mr. Blodgett will draft an agenda.

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Upon a motion duly made by Director Thomas, seconded by Director Kelly, and upon vote unanimously carried, having no further business to discuss, the meeting was adjourned at 6:25 p.m.

Respectfully submitted,


Secretary for the Meeting

Next Scheduled Meeting: The Next Regular Meeting is scheduled for September 26, 2011 at 5:00 p.m. at the Lone Tree Civic Center, Meeting Room A, 8527 Lone Tree Parkway, Lone Tree, Colorado.