

RECORD OF PROCEEDINGS

---

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARK MEADOWS METROPOLITAN DISTRICT  
HELD  
JANUARY 23, 2012**

A regular meeting of the Board of Directors of the Park Meadows Metropolitan District was held on Monday, January 23, 2012 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  
Kristin Baumgartner; Clifton Gunderson LLP  
Tamara Seaver; Icenogle Seaver Pogue, P.C.  
Matt Bevill; The Brickman Group  
Taylor Goertz; TST, Inc. of Denver  
Jack Hidahl; Lone Tree City Manager  
Sharon Van Ramshorst; City of Lone Tree  
Susan Squyer; City of Lone Tree  
Jim Riley; 8736 Tall Grass Place

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

# RECORD OF PROCEEDINGS

---

## Public Comments

Mr. Riley indicated he lives in the Fairways subdivision and is present to observe the Board meeting.

## CONSENT AGENDA

Upon a motion made by Director Kelly, seconded by Director Thomas, and upon vote unanimously carried, the Board approved the Consent Agenda as presented.

- V. Review and Approve Minutes of the December 19, 2011 Regular Meeting
- VI. Approve Capital Projects Report
- VII. Information Items
- VIII. Accept Final 2012 Board of Director Goals

## DISCUSSION AGENDA

### IX. Landscape Maintenance/Construction Items

#### A. Accept January Landscape Maintenance Report

Mr. Bevill presented his January report to the Board. After discussion, the Board accepted the report.

Mr. Blodgett distributed copies of a December 19<sup>th</sup> letter from Denver Water to the District regarding 9067 Lincoln Avenue, indicating that the water tap at that location has not been used within the last four years and will be voided if the District does not utilize it in the future.

Mr. Bevill reported this tap was originally used for irrigation of the newly constructed median in Lincoln Avenue east of Yosemite. Approximately five years ago however, the grass and planting in this median were removed because it is so narrow they would not grow. This median is now a flagstone median from Yosemite to Heritage Hills Circle in Lincoln Avenue. The water is no longer needed for that.

Mr. Bevill indicated the District must use 1,000 gallons annually at a minimum to retain the tap. This would cost approximately \$600 to \$1,000 per year. If the District believes the tap might be used in the

## RECORD OF PROCEEDINGS

---

future, Brickman can use the 1,000 gallons to water elsewhere in the District.

After discussion, the Board determined there was not a reasonable likelihood of using the tap again in the future. Upon a motion duly made by Director Thomas, seconded by Director Pearson, and upon vote unanimously carried, the Board authorized Mr. Bevill to contact Denver Water to remove the tap and seek a refund for the District.

B. Work Order Requests - None.

C. Review Pest Control Proposal

Mr. Blodgett reviewed the proposal from Mr. Burden at Patriot Pest Control regarding future services on different medians.

Mr. Bevill reported he is still obtaining quotes for a pest control service for the Quebec/Park Meadows Drive/Lone Tree Parkway medians and also the Lincoln/Yosemite medians.

Mr. Blodgett will contact Mr. Burden regarding his recommendations on the Lincoln and Yosemite medians as they were not addressed in his January 10<sup>th</sup> letter.

After discussion, the Board deferred action to the February Board meeting.

D. Other - None.

X. Construction Project Items

A. Lone Tree/PMMD Joint Cooperative Projects

1. Under Construction

a. Parkway Drive – Completion in Spring

Mr. Goertz reported the work would begin to complete Parkway Drive in March. It should take 45 days. Director Pearson asked about repairs to brick pavers which need replacement in Parkway Drive between Acres Green and County Line Road. Mr. Goertz indicated this is also in the contract.

## RECORD OF PROCEEDINGS

---

b. Parkway Drive Landscaped Medians –  
Completion in Spring/Summer

Mr. Goertz reported that this work should begin in April and be completed in 30 to 50 days. He indicated the plans are currently under design for the bidding process. The Board asked that the plans be reviewed by the Board at their February meeting.

Mr. Goertz reported there is no feedback yet from the adjacent property owner regarding their willingness to maintain the additional landscaped ROW being created on the north side of Parkway Drive as the street is narrowed with the construction project.

The south side of Parkway Drive will continue with native landscaping.

2. Under Design - None

3. Under Study

a. 1601 Projects (Park Meadows Center  
Drive and County Line Road)

Mr. Goertz reported the IGA with the City of Centennial is still pending. Mr. Cotten is also working with CDOT on this project.

b. Other - None

B. Other City of Lone Tree/PMMD Projects

Mr. Goertz reported TerraCare has completed work on the median nose in Yosemite adjacent to The Enclave. However, there is some additional work by TerraCare still pending in the median on the south side of this nose.

C. C470/Yosemite Multi Modal Overpass – Status of CDOT Grant

Mr. Goertz contacted Douglas County for an update but did not receive it prior to the Board meeting. The Grant Application is still pending.

D. Timberline Pedestrian Lights and Median Renovation Schedule

Mr. Goertz reported that TST requires approximately one month to design the lights, one month to bid them and approximately 90 days to construct them. The entire process is approximately five to six months.

Director Herbolich reported this project is in the District's 2012 budget and the Board would like to have a public meeting to determine interest among property owners and residents along Timberline prior to proceeding. The District would like the City Council's concurrence prior to proceeding with the public meeting and the project. If the residents indicate they do not want the project, the Board would not proceed.

Mr. Hidahl reported this project had not been approved by the City in past years. Councilmember Van Ramshorst and Councilmember Squyer reported the City's lighting plan does not include collector streets.

Mr. Herbolich reported that the lights on the west side of Lone Tree Parkway and the north and south side of Lincoln had been well received. The Board believes that lights on collector streets also would add to the safety, image and aesthetics of the City. The District has scheduled the completion of pedestrian lights on many collector streets in its five year plan. The District is also willing to pay for the repair and maintenance of the future pedestrian lights.

After additional discussion, Mr. Hidahl recommended the District write a letter to Mayor Gunning and the City Council with a request regarding proceeding with the pedestrian lights on the north side of Timberline so this can be discussed at a future City Council meeting or work session.

Mr. Herbolich reported the District also needs to address the issue of its future tax rate and whether or not from 2014 forward the District should continue to collect \$1 million a year after the District's bonds are repaid. Are there a sufficient amount of additional infrastructure projects within the District to warrant continuing to collect this amount of money annually? Director Kelly stated there are always sufficient infrastructure projects that will need funding. The Board deferred action on this discussion to a future meeting.

## RECORD OF PROCEEDINGS

---

Councilmember Van Ramshorst reported the pedestrian lights on Timberline were not high on the City's priority list. Their concern was a precedent being set along collector streets that might require additional lights on collectors as well as pedestrian lights in the Ridgeway area south of Lincoln in the future.

### XI. Financial Items

- A. Review and Approve the December 31, 2011 Financial Statements and January 15, 2012 Cash Position Report

Ms. Baumgartner reviewed the December 31, 2011 Financial Statements with the Board, and January 15, 2012 Cash Position Report. After discussion, upon a motion duly made by Director Thomas, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the Financial Statements and Cash Position Report.

- B. Approve December Claims Totaling \$14,670.47 and Approve Director Fees Totaling \$471.75

Upon a motion duly made by Director Kelly, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the December claims represented by checks 3231 through 3236 totaling \$14,670.47 and director fees represented by check numbers 3226 through 3230 totaling \$471.75.

- C. Denver Water Usage Report

After discussion, the Board accepted the Denver Water Usage Report.

- D. SDA Webinar – The Colorado Statewide Investment Program

Ms. Baumgartner summarized her January 16, 2012 report to the Board regarding the Colorado Statewide Investment Program. She recommended the Board not participate this time due to the additional cost and the uncertainty as to whether it complies with the State Statutes.

The Board concurred. The District's investments will continue as is at this time.

## RECORD OF PROCEEDINGS

---

### XII. Manager's Items

#### A. Review and Approve 2012 Annual Administrative Resolution

Mr. Blodgett reported the revised resolution presented tonight which includes additional "Whereas" clauses recommended by Ms. Seaver. There were no other changes to the content of the resolution. Upon a motion duly made by Director Thomas, seconded by Director Kelly, and upon vote unanimously carried, the Board approved the revised 2012 Annual Administrative Resolution.

### XIII. Attorney's Report

#### A. Review and Approve Resolution for the Board of Directors Calling the 2012 Directors' Election

##### 1. Costs Analysis

Mr. Blodgett reviewed the cost analysis with the Board. He noted that the mail ballot only election is significantly less cost than a polling place election, coupled with the permanent mail in voters by mail ballot that are required with a polling place election.

Ms. Seaver reported that legal costs are not yet included in these options and should an election occur, those costs would be in the range of \$2,000 to \$3,000.

##### 2. Approve Mail Ballot or Polling Place Election

Upon a motion duly made by Director Herbolich, seconded by Director Kelly, and upon vote unanimously carried, the Board approved a mail ballot election should the number of candidates for directors exceed the number of vacancies.

#### B. Accept 2012 Billing Rates

Ms. Seaver reported there are increases to some of the billing rates in her firm. Ms. Ivey and Ms. Hitt have a \$10.00 per hour increase. The rates have not been increased since 2007.

## RECORD OF PROCEEDINGS

---

Upon a motion duly made by Director Herbolich, seconded by Director Thomas, and upon vote unanimously carried, the Board approved the 2012 billing rates and engagement letter with Icenogle Seaver Pogue.

### C. Other – None

### XIV. Director's Items

The Board asked Mr. Blodgett to place the 2012 budget on the District's website as soon as possible.

The Board asked that election information regarding the self nomination forms and status of the directors' election be placed on the website. The Board asked that the legal advertisement for the election be placed as soon as possible after the February 8, 2012 beginning date.

Director Herbolich reported that the legal, management and accounting billing detail backup will be provided to each Board member prior to all Board meetings in the future.

Director Herbolich reported that he received some feedback from Board members regarding performing due diligence on management and accounting services for the District similar to what has been done for legal and landscape maintenance services. After discussion, it was determined that Directors Kelly and Thomas will meet with Mr. Blodgett regarding management services. Directors Norblom and Pearson will meet with Ms. Harwell and Ms. Baumgartner regarding accounting and finance services. The Board members will report back to the District Board in the future and determine whether further action is taken with regard to other proposals for management and/or finance and accounting services.

### XV. Other Items

The Board decided to sign a get well card for Mr. Cotten. The Board also will provide a cookie bouquet and wish him a speedy recovery in the future.

RECORD OF PROCEEDINGS

---

XVI. Adjournment

Upon motion by Director Pearson, seconded by Director Kelly, and upon vote unanimously carried, having no further business to discuss, the meeting was adjourned at 7:15 p.m.

Respectfully submitted,



Secretary for the Meeting

Next Scheduled Meeting: The Next Regular Meeting is scheduled for February 27, 2012 at 5:00 p.m. at the Lone Tree Civic Center, Meeting Room A, 8527 Lone Tree Parkway, Lone Tree, Colorado.