

RECORD OF PROCEEDINGS

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

A regular meeting of the Board of Directors of the Park Meadows Metropolitan District was held on Monday, July 23, 2012 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
Greg Kelly
Sharon Van Ramshorst

Also in attendance were:

Bob Blodgett and Christine Harwell; CliftonLarsonAllen LLP
John Cotten; TST, Inc. of Denver
Matt Bevill; The Brickman Group
Harold Anderson, Kim Monson & Jack Hidahl; City of Lone Tree
John Mullins; John M. Mullins & Associates, Inc.

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

Director Kelly asked that Item 13 A under Director's Items be removed from the agenda and discussed at a future date. He noted this request is for discussion of a project specific engineer, not a District engineer. The Board concurred.

Upon a motion duly made by Director Herbolich, seconded by Director Kelly, and upon a vote unanimously carried, the Board approved the agenda as amended.

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Public
Comments None.

CONSENT AGENDA

Director Van Ramshorst recommended changes to the June 25, 2012 meeting minutes. The Board concurred. Mr. Blodgett recommended a modification to the July 13, 2012 minutes regarding the Board members present. The Board concurred.

Upon a motion duly made by Director Van Ramshorst, seconded by Director Pearson, and upon a vote, unanimously carried, the Board approved the Consent Agenda with the modifications to the July 13th and June 25th Board meeting minutes as noted.

- V. Review and Approve Minutes of the July 13, 2012 Special and June 25, 2012 Regular Meeting
- VI. Information Items
- VII. Accept Denver Water Usage Report

DISCUSSION AGENDA

VIII. Landscape Maintenance/Construction Items – Matt Bevill

A. Accept July Landscape Maintenance Report

Mr. Bevill reviewed his monthly maintenance site report with the Board. Director Kelly asked that Mr. Bevill review water usage by meter to determine savings from the prior year.

B. Work Orders

None.

C. Cypress Greens HOA – Lincoln ROW Landscaping Revisions

Mr. Bevill recommended that other areas along Lincoln and Yosemite also be considered for this modification to the turf and irrigation. He suggested the area adjacent to Muirfield and The Enclave. They also asked that he provide a

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recommended 3-5 year plan for any other areas of turf along Lincoln, Yosemite or other collector streets that might be suitable for this conversion.

The Board asked that Mr. Bevill bring a report back on the estimated costs for Muirfield and The Enclave landscape ROW modifications and water savings to the August or September Board meeting.

D. Parkway Drive Landscaped Medians (Acres Green to Bozarth Way)

Mr. Bevill reported a final punch list is being prepared this week. He and Mr. Cotten will conduct a walk-thru of this work in the near future prior to accepting it for the District. Director Pearson noted he prefers the flat beds (rather than raised median beds) that are designed in this median.

The Board asked that Mr. Nearing take pictures of the final product on Parkway Drive for the District's website.

Mr. Blodgett distributed copies of a work order (under \$10,000) between the District and The Brickman Group regarding landscape maintenance construction oversight for the Parkway Drive medians. This agreement provides for a not to exceed \$1,500 payment to The Brickman Group at the rate of \$100 per hour for representing the District during the construction phase of the Parkway Drive landscape medians.

Upon a motion duly made by Director Thomas, seconded by Director Pearson, and upon a vote, unanimously carried, the Board approved the work order agreement with The Brickman Group.

E. Park Meadows Drive Landscaped Medians (Yosemite to Acres Green)

1. Soil
2. Irrigation

Mr. Bevill reported he has reviewed the soil and irrigation systems and they are sound. He believes the best plan is in place for sustainable landscaping in the future.

Mr. Blodgett reported that after consultation with the attorney and finance consultants, the \$60,000 costs to reconstruct Park Meadows Drive landscape medians will be charged to the Capital Projects Fund in 2012.

Mr. Bevill reported the work to deconstruct the medians will start at the end of the week and should be finished by Labor Day weekend.

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F. Other

Mr. Bevill reported the work on the hardscape work on the Timberline median has begun. The Brickman Group will provide as needed the landscaping materials during the hardscape work.

IX. Construction Project Items

A. Lone Tree/PMMD Joint Cooperative Projects – John Cotten

1. Under Construction

a. Parkway Drive Landscaped Medians (Acres Green to Bozarth Way)

Previously discussed.

2. Under Design

a. None.

3. Under Study

a. County Line Road IGA with City of Centennial

Mr. Cotten reported the new Centennial City Manager will be meeting with Mr. Hidahl soon to discuss the status of this IGA.

b. County Line Road Transportation Study (Yosemite to Inverness Drive S.) – Douglas County

Mr. Cotten reported he is encouraging Douglas County to begin this study in 2012.

B. COLT Residential Street Lighting Study – Results of July 17th City Council Meeting

Mr. Cotten reported he informed the City Council at the July 17th meeting that the District did not choose to participate in the street lights. As a result, the City Council tabled the study since they are not going to pay for the street lights.

Mr. Cotten reported the City Council did reconfirm their support for the District paying for the pedestrian lights on the west side of Yosemite from Maximus to Lincoln in support of the City's pedestrian lighting plan.

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The Board discussed the possibility of paying for the street lights adjacent to the commercial shopping center on the west side of Yosemite at Maximus and also the fire station and gas station. Mr. Cotten estimated these areas would contain approximately 5-6 additional lights at \$3,000 per light.

After additional discussion, the Board asked Mr. Cotten to bring a report to the August Board meeting describing the options related to additional costs to provide the pedestrian lights from Lincoln to Park Meadows Drive. The Board tentatively decided to support the street lights and move the project from 2015 to 2012 and 2013. Mr. Blodgett will budget \$100,000 in 2012 and \$200,000 in 2013. The pedestrian lights on the north side of Timberline (Lone Tree Parkway to Highlands Ranch) budget will be eliminated.

Mr. Cotten further reported that after discussion with the City Manager, he recommends that the District assume responsibility for the advertising, bidding and construction management for all future projects related to landscape median construction and tuck point work. The City would be responsible for traditional streets and traffic signal projects. Projects such as future C-470/Yosemite Multi Modal Overpass would be decided on a case by case basis. This project would most likely be managed by Douglas County and bids for its design and construction would be sought.

The Board decided to discuss this issue at a future Board meeting.

Mr. Cotten indicated he would inform the Ridgeview HOA of the City's decision regarding the street lights.

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

No report.

D. 2012 Tuck Point Repair Recommendations and Priorities

1. Authorize Advertising for Bids for 2012 Program - \$100,000

After discussion, the Board decided to further discuss this issue at a continued Board meeting on Wednesday, July 25th at 3:00 p.m. at the TST office. The Board will discuss the request by the City for the District to assume responsibility for this tuck point project in 2012.

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E. Approve Paint Color for the Retaining Wall Facades (Yosemite at Park Meadows Center Drive)

Mr. Cotten reported he would bring the color to the July 25th meeting for review by the Board.

F. Yosemite Median Nose Repairs Adjacent to The Enclave

Mr. Cotten reported the contractors placed the flagstone back in the median, so it looks like it is repaired. However, the drainage problem has not been solved yet, and his staff continues to work with The Enclave at Southgate to get the necessary easements to complete the required drainage so the problem does not reoccur.

Mr. Cotten reported that the City does not charge the District for permit and review fees since the City is the applicant on behalf of the District for projects. If the District manages the project directly, they would have to pay for permit and review fees to the City. The Board will further discuss this at the continued regular Board meeting.

G. Approve Revised Capital Improvement Projects Plan 2013-2016

Mr. Blodgett reviewed with the Board. After discussion, the Board decided not to fund the County Line/Park Meadows Center signal request for participation of \$100,000 in 2013.

The Board decided to remove the pedestrian light budget in 2012 of \$275,000.

The Board decided to move the pedestrian lights on the west side of Yosemite from Lincoln to Maximus in the amount of \$300,000 in 2015 to \$100,000 in 2012 and \$200,000 in 2013, pending a more detailed cost estimate by Mr. Cotten.

Mr. Blodgett will also add the Lane Balance Program in I-25 from County Line to Lincoln to the schedule with zero funding, as decided by the Board at the July 13th Board meeting.

X. Financial Items

A. Review and Approve June 30, 2012 Financial Statements

Ms. Harwell reviewed with the Board.

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After discussion, upon a motion duly made by Director Herbolich, seconded by Director Pearson, and upon a vote, unanimously carried, the Board approved the June 30, 2012 Financial Statements.

B. Review and Approve June 30, 2012 Cash Position Report

Ms. Harwell reviewed with the Board.

After discussion, upon a motion duly made by Director Herbolich, seconded by Director Pearson, and upon a vote, unanimously carried, the Board accepted the June 30, 2012 Cash Position Report.

C. Approve June Claims Totaling \$110,270.63 and Approve Directors' Fees Totaling \$943.50

Upon a motion duly made by Director Thomas, seconded by Director Kelly, and upon a vote, unanimously carried, the Board approved the revised June claims dated July 24, 2012, totaling \$110,230.63 and Directors' fees totaling \$943.50 for two Board meetings.

D. Other

Ms. Harwell reported that she has placed a summary of the District's Audit process and results for 2011 on the District's website as requested by the Board.

Mr. Blodgett reported that the claims include payment to Hydropoint for the remaining controller subscription notice renewals so that the ET controllers will continue to work. Each controller's subscription was renewed for a three year period.

The Board asked that Mr. Blodgett notify the HOA's that the District has done this on their behalf.

XI. Manager's Items

A. Discuss Attendance at SDA Conference - September 19-21, 2012 in Keystone

Director Kelly and Director Herbolich indicated they are not attending. Director Pearson indicated he was attending Thursday night only. Director Thomas is not sure. Director Van Ramshorst indicated she is attending for two nights. Mr. Blodgett will coordinate with his office and SDA.

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B. Controller Subscriptions – Update

Previously discussed.

C. Referrals

None.

D. Other

None.

XII. Attorney's Report

- A. Consider Approval of First Amendment to IGA with Park Meadows BID for Landscaping Maintenance Work in Park Meadows Mall ROW – \$14,350

Mr. Blodgett distributed copies of the First Amendment to the IGA between the District and the Park Meadows BID for landscape ROW maintenance adjacent to the Park Meadows Mall. The First Amendment extends the agreement to December 31, 2012, and provides for a 2% increase in the payment, per the budgeted amount in 2012 for The Brickman Group.

Upon a motion duly made by Director Thomas, seconded by Director Pearson, and upon a vote, unanimously carried, the Board approved the First Amendment to the IGA between the District and Park Meadows BID for Park Meadows Mall landscape ROW maintenance.

XIII. Director's Items

- A. Discuss RFP for Project Specific Engineer – Greg Kelly

Tabled.

XIV. Other Items

The Board asked that pictures of all the District's recent projects be placed on the website including the Timberline median project and the Lone Tree Parkway turf renovation.

The Board discussed updating its goals and objectives during the budget process in the Fall of 2012.

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XV. Adjournment

At 6:55 p.m. and upon a motion duly made by Director Herbolich, seconded by Director Kelly, and upon a vote, unanimously carried, the Board continued the meeting to July 25, 2012 at 3:00 p.m. at TST Inc. of Denver at 9222 Teddy Lane, Lone Tree 80124.

Respectfully submitted,



Secretary for the Meeting

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