

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARK MEADOWS METROPOLITAN DISTRICT
HELD
SEPTEMBER 24, 2012

A regular meeting of the Board of Directors of the Park Meadows Metropolitan District was held on Monday, September 24, 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
Greg Kelly
Sharon Van Ramshorst

Also in attendance were:

Bob Blodgett; CliftonLarsonAllen LLP
Matt Bevill; The Brickman Group
Harold Anderson and Kim Monson; City of Lone Tree
Fred Hammer; The Enclave HOA
John Cotten; TST, Inc. of Denver
Pamela Schenk Kelly; Park Meadows Mall
Jack Hidahl; City of Lone Tree

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 Van Ramshorst seconded by Director Thomas the Board approved the agenda as submitted.

Public Comments

None.

CONSENT AGENDA

Director Herbolich asked that the email letter from Mr. Hammer be removed from the Consent Agenda for discussion. The Board concurred.

Upon a motion duly made by Director Kelly, seconded by Director Herbolich, and upon vote unanimously carried, the Board approved the Consent Agenda represented by Items V., VI. and VII. as amended.

- V. Review and Approve Minutes of the September 5, 2012 Special Meeting and August 27, 2012 Regular Meeting
- VI. Information Items
- VII. Accept Denver Water Usage Report

DISCUSSION AGENDA

- VIII. Landscape Maintenance/Construction Items

- A. Accept September Landscape Maintenance Report

Mr. Bevill reviewed the September Landscape Maintenance Report with the Board. After discussion, the Board accepted the report.

Mr. Hammer expressed concern about the amount of water being used at The Enclave on their August bill. It was 415,000 gallons.

Mr. Hammer asked if the Board would review next spring the possibility of removing The Enclave from the ET Controller Program and overriding it in order to reduce the water usage? The Board indicated they would consider this in the spring.

Director Kelly expressed concern about a possible policy decision by the board to override one of the ET Controllers. Mr. Bevill noted the controllers are designed to put the proper amount of water on the turf at any time. They are not scheduled for a fixed day or a length of time during the week. They rely on weather sensors in the area to inform them as to how much water is needed on the turf on any day. Mr. Hammer noted The Enclave may want to minimize the amount of water in order to minimize their water bill in the future.

Mr. Hammer also asked about the status of the drainage work being done by the City of Lone Tree at The Enclave entrance on Yosemite? Mr. Blodgett reported Mr. Cotten indicated they are continuing to work on this project.

B. Work Orders

Upon a motion duly made by Director Herbolich, seconded by Director Pearson, and upon vote unanimously carried, the Board approved a work order with Brickman in the amount of \$1,590.00 for repairs to the Lincoln Avenue turf on the south side of Lincoln west of the Heritage Estates entrance. This had been requested by the Heritage Estates HOA at last month's Board meeting.

C. Lincoln ROW Landscaping Revisions Plan

Mr. Bevill reviewed the plans for the revisions to the turf along Lincoln and Yosemite. There are approximately six projects totaling \$178,000.00. These have been submitted for consideration in the 2013 budget. The Board reviewed the proposals and tabled action for discussion with the 2013 budget. The Board stated they would prioritize these projects during the budget. Perhaps two or three would be done each year.

The Board also asked Mr. Blodgett to check with Brickman regarding a regular inspection of the District's landscaped ROW and medians. Can the full time supervisor perform this function from April to October for Brickman and the District? Mr. Blodgett will review with Mr. Bevill.

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

Mr. Cotten reported the status is unchanged. The contractor has not returned to replace the dead plant materials. This should be done in the next few weeks.

E. Other

Director Pearson asked about the condition of some of the plant materials on the Yosemite median between Lone Tree Parkway and Taos. Mr. Bevill will schedule these for replacement as soon as possible.

IX. Construction Project Items

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

1. Under Construction

a. Timberline Medians Hardscape Work

Mr. Cotten reported this work is completed.

2. Under Design

None.

3. Under Study

a. County Line Road IGA with City of Centennial

Mr. Cotten reported the Lone Tree staff is reviewing the final draft of this IGA and it will be submitted to the City Council soon.

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

Mr. Cotten has requested Mr. Griffith to release this RFP soon so the work can be done over the winter for projects to be done in 2013.

B. Yosemite Pedestrian Lights (Lincoln to Maximus)

The Board reviewed the draft letter to property owners and HOA's. Mr. Blodgett will finalize the letter for Director Herbolich's signature. Mr. Cotten recommended the Board send the letter and then meet with the Lodge Apartments at a minimum regarding the future location of the pedestrian lights.

C. Timberline and Ptarmigan Street Lights (Public Meeting, September 25th 7:00 p.m. to 9:00 p.m., Lone Tree Civic Center, Room B)

Mr. Blodgett noted a special meeting has been set for Tuesday, September 25th at 7:00 p.m. at the Civic Center for discussion with affected residents regarding these street lights. Ms. Van Ramshorst expressed concern about the need for a special meeting and associated directors' fees. She indicated she would not accept the director fee for this meeting. Mr. Blodgett will contact Ms. Seaver to discuss the criteria for a special meeting and whether or not a quorum of the board can meet without it being an official public board meeting.

D. Yosemite Median Nose Repairs Adjacent to The Enclave

Mr. Cotten reported Mr. Goertz is working on this project.

E. Review City of Lone Tree 2013 Capital Improvement Plan

Mr. Cotten reported that he would have a draft budget for review at the October Board meeting.

F. Approve Reviewed PMMD Capital Improvement Projects Plan 2012-2016

No report.

G. Lighting for Lone Tree Monument Signs at Timberline and Highland Ranch Border

Mr. Cotten distributed pictures of the entry monument signs at Timberline and Highlands Ranch border adjacent to the Prominence Point HOA. He noted several of the letters are dull and black. The letters can be replaced for approximately \$275.00 each. The logo on each sign is also an old logo that needs to be replaced. They are approximately \$400.00 to \$500.00 each. The Board also noted there is minimal landscaping at these signs. They asked for a proposal from Brickman to provide the landscaping. The Board asked Mr. Blodgett to verify the responsibility of the District and the Prominence Point HOA for maintenance of these entry sign areas. The Board expressed an interest in solar lights at this location. Mr. Cotten will bring cost estimates for the letters, logo and lighting to the October Board meeting.

Director Herbolich asked Mr. Cotton to evaluate the deteriorating mortar joints on the concrete caps on the monuments surrounding the planting beds.

H. Future Landscaped Median Design Services

Mr. Blodgett reported the District needs to solicit RFP's for medians that the District would construct in 2013. This will be further discussed with the 2013 budget.

X. Financial Items

A. Review and Approve August 31, 2012 Cash Position Report

Mr. Blodgett reviewed the report with the Board. After discussion, the Board accepted the Cash Position Report.

B. Approve August Claims Totaling \$120,810.36 and Approve Directors' Fees Totaling \$471.75

Mr. Blodgett reviewed the claims with the Board. Director Thomas noted that the District is receiving 20 gigabytes of data on a family and friends plan for the five iPads, which is a better package than individually subscribing to the monthly service plans and data. This will be \$160.00 per month in the future.

Upon a motion duly made by Director Pearson, seconded by Director Kelly, and upon vote unanimously carried, the Board approved the revised claims in the amount of \$121,181.45.

Upon a motion duly made by Director Herbolich, seconded by Director Kelly, and upon vote unanimously carried, the Board approved the directors' fees totaling \$471.75.

C. Other

Director Pearson asked that Mr. Blodgett indicate on the September 30, 2012 financials the percentage of budget for management, landscape maintenance and other large line items at the October Board meeting.

XI. Manager's Items

A. 2013 Budget Process

Mr. Blodgett reviewed with the Board.

1. Budget Committee

Mr. Blodgett will arrange a meeting with he, Ms. Harwell and Directors Pearson and Van Ramshorst prior to the October Board meeting.

2. Preliminary Draft

Mr. Blodgett distributed a preliminary draft of the 2013 budget and reviewed it with the Board.

B. Referrals

None that affect the District.

C. Website Update

Mr. Blodgett will review the website and ensure the current projects are up to date on the projects page.

Director Pearson stated he attended a social media session at the SDA Conference which recommended that boards engage in social media communication methods to improve public awareness of their District through websites, Facebook, Twitter and other methods.

D. Other

None.

XII. Attorney's Report

None.

XIII. Director's Items

A. SDA Conference Results

Director Pearson summarized some of the sessions he was able to attend that were informative and educational for the District.

B. iPad Usage Policies and Service Plan

Deferred.

RECORD OF PROCEEDINGS

Director Thomas recommended the Board purchase screen protectors and styluses for each iPad so that they may make notes directly on the screen as they go through the agenda at Board meetings. The Board concurred. Mr. Blodgett will order.

XIV. Other Items

None.

XV. Adjournment

Upon a motion duly made by Director Herbolich, seconded by Director Kelly, and upon vote unanimously carried, the Board adjourned the meeting at 7:15 p.m.

Respectfully submitted,


Secretary for the Meeting

Next Scheduled Meeting: The Next Meeting is a Special Meeting scheduled for September 25, 2012 at 7:00 p.m. at the Lone Tree Civic Center, 8527 Lone Tree Parkway, Lone Tree.