

MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARK MEADOWS METROPOLITAN DISTRICT
HELD
FEBRUARY 25, 2013

A regular meeting of the Board of Directors of the Park Meadows Metropolitan District was held on Monday, February 25, 2013 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 and Christine Harwell; CliftonLarsonAllen LLP
Tamara Seaver; Icenogle Seaver & Pogue, P.C.
Taylor Goertz and John Cotten; TST, Inc., of Denver
Harold Anderson, Kim Monson, and Jack Hidahl ; City of Lone Tree
Stacey Stickler; Valerian, LLC
Matt Bevill; The Brickman Group
John Mullins; Park Meadows Mall BID
Al Moore; Fairways 39 HOA

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 duly made by Director Kelly, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the agenda as submitted.

Public Comments

Mr. Moore reviewed his request to the District to pay the cost of irrigation water within the public ROW's throughout the District in 2014 which is presently paid by the HOA's. He reported he will review this with the representatives of all of the HOA's at the February 28th Lone Tree HOA Summit Meeting. Directors Pearson and Van Ramshorst will attend that meeting.

Director Herbolich asked that Mr. Moore send information on the results of that HOA Summit discussion to the Board following the meeting.

The Board noted that should they approve the request to pay irrigation water for ROW's adjacent to residential properties, they must also make this same offer to the commercial properties along arterials and collectors within the District.

The Board noted they will discuss this request further with Mr. Bevill under the landscape maintenance items.

CONSENT AGENDA

Upon a motion duly made by Director Van Ramshorst, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the Consent Agenda as submitted.

- V. Review and Approve Minutes of the January 28, 2013 Regular Meeting
- VI. Information Items
- VII. Accept Denver Water Usage Report.

The report indicates that the District water usage was 6,088,000 gallons in 2010, 7,238,000 gallons in 2011 and 5,984,000 gallons in 2012.

DISCUSSION AGENDA

- VIII. Landscape Maintenance/Construction Items – Matt Bevill

- A. Accept February Landscape Maintenance Report

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

- B. Work Orders

1. Mulching Medians - \$26,965
2. Topdressing Tree Rings - \$11,920

Mr. Bevill reported both of these work orders are contained within the 2013 budget.

Upon a motion duly made by Director Thomas, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the work orders for mulching medians in the amount of \$26,965 and topdressing tree rings in the amount of \$11,920. Mr. Bevill reported the work will begin in mid to late March, weather permitting.

C. Denver Water – Potential Landscaping Restrictions

Mr. Bevill reported he is attending a meeting with Denver Water representatives this week. Denver Water is preparing for potential Stage Two drought restrictions for residential and commercial users. He will further report at the March Board meeting.

D. Heritage Estates ROW Discussion

Mr. Bevill reported the meeting with Heritage Estates this past week was cancelled. He plans to meet with them this Friday. He understands that they will request additional plantings and materials within the landscaped ROW on the south side of Lincoln adjacent to their project. He will provide this information to the Board as soon as the meeting is completed.

Director Pearson asked if the District maintains any of the ROW's in front of Heritage Hills subdivision on the east side of Yosemite? Mr. Bevill reported this is maintained by the Heritage Hills Metropolitan District and not PMMD.

E. Other

Mr. Bevill reported he is preparing cost estimates for the installation of isolation valves along the ROW off of each HOA tap so that the water usage on the ROW may be separately sub-metered if the Board approves the HOA proposal to pay for the water in the future. He estimated the one time cost to install the isolation valves and separate the water use at about \$55,000. The isolation valve and remote flow sensor will allow the usage for the PMMD ROW to be measured separately and remotely.

The HOA would pay the bill and then submit the portion for the ROW to the District for reimbursement.

Mr. Bevill is also preparing estimates for the estimated water usage and estimated recurring costs to the District in the future.

After discussion, the Board authorized Mr. Bevill to continue to prepare this information in accordance with the Brickman special project consulting agreement with the District.

The Board also authorized him to prepare this information for the commercial areas within the District who might also take advantage of this program.

Director Van Ramshorst noted some of the information in Mr. Moore's letter to the Board is incorrect. She will discuss with Mr. Moore separately to correct this information.

IX. Construction Project Items

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

1. Under Construction

a. C470/Yosemite Bridge Painting

After discussion, the Board authorized Mr. Cotten to inform the painter that the insets on the east and west side of Yosemite should be painted a color to match the recent retaining wall painting on the north side of Park Meadows Center Drive done by the District. The remaining walls on the east and west side of Yosemite will be painted the same color as they presently are.

2. Under Design

a. C470/Yosemite Interchange Landscaping Project

Ms. Stickler presented her summary of work to date, as well as Concepts A and B to the Board for review. She estimated the cost of Concept A at \$120,000 and Concept B at \$90,000. Each estimate assumes one ¾ tap in the approximate amount of \$28,000 for the north side of the interchange. The Board discussed the possibility of phasing the project to stay within the present \$70,000

budget (\$35,000 by Lone Tree and \$35,000 by PMMD). Possibly the north side of the interchange would be done in 2013 and the south side in 2014. Ms. Stickler estimated that approximately 75% of the cost estimate is on the north side of the interchange and 25% on the south side.

Director Kelly asked that Ms. Stickler and Mr. Cotten consult with Mr. Bevill of Brickman to get his recommendations regarding the landscaping and ensure it complements that provided in the remainder of the District. Brickman will maintain the landscaping improvements after they are completed.

After discussion, the Board appointed Directors Van Ramshorst and Pearson to a committee to meet with Mr. Goertz, Mr. Cotten and Ms. Stickler prior to the March Board meeting to provide recommendations on the concept, phasing and budget for review and approval at the March regular Board meeting.

b. Pedestrian Lights on West Side of Yosemite
(Lincoln to Maximus)

Mr. Goertz reviewed the plans with the Board. After discussion, the Board authorized Mr. Goertz to proceed with bidding the project.

c. Park Meadows Drive Reconstruction (Acres
Green to Quebec)

Mr. Cotten reported the project design is nearing completion. The project will be bid in early April.

d. Median Rehabilitation Project

Mr. Goertz reported the plans are being finalized. The project should be bid in late March or early April. The District's budget in 2013 is \$100,000 for this project.

3. Under Study

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

Mr. Cotten reported Douglas County has not yet released the RFP. They are hoping to do so by the end of March. The study will take 6 to 8 months. It is likely that the new southbound off ramp from I-25 to County Line Road will be delayed until this study is completed.

b. PF Chang's Turn Pocket

Mr. Goertz reported this project can proceed independent of the County Line Road study. Mr. Cotten reported he will be meeting with Ms. Schenck, Mall General Manager, in the near future to discuss this and other projects. It will be bid in the near future.

c. Park Meadows Center Drive/I-25 Southwest Corner Landscaping (COLT and SPIMD)

Mr. Cotten reported that Lone Tree and SPIMD will be landscaping this interchange in the future to improve its appearance. The landscaping will begin at the point in which the PMMD landscaping on the east side of Park Meadows Center Drive stopped several years ago. The estimated cost is \$70,000. This will be paid by the City of Lone Tree and SPIMD. PMMD will be asked to maintain the work once completed. The Board concurred.

d. C470 Coalition Report

Mr. Cotten reported the recommendations from the Committee are for managed toll lanes in the middle of C470.

B. Pedestrian Lights on East Side of Yosemite (Maximus to Park Meadows Drive)

Mr. Cotten reported the pedestrian lights were purchased by the City in 2012. Inadvertently, the money for installation was not included in the 2013 budget. Mr. Cotten asked if the District would consider the cost of installing the lights which will replace the existing out of date pedestrian lights. The estimated installation cost is \$26,000 to \$30,000.

Director Kelly asked if the City of Lone Tree would agree at a later time to contribute \$30,000 for another project for PMMD? Mr. Cotten concurred.

After discussion, upon a motion duly made by Director Herbolich, seconded by Director Van Ramshorst, the Board approved not to exceed \$30,000 to pay for the installation of pedestrian lights on the east side of Yosemite from Maximus to Park Meadows Drive.

C. County Line Road Landscaped Medians – Schedule

Deferred.

D. Discuss 2013 and 2014 Project Priorities

Deferred.

E. Review 2013 to 2017 Capital Improvement Project Plans

Deferred.

X. Financial Items

A. Review and Approve December 31, 2012 Financial Statements and Cash Position Report

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

B. Approve January Claims Totaling \$108,054.67 and Approve Directors' Fees Totaling \$463.75

Upon a motion duly made by Director Herbolich, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the January claims represented by check numbers 3454 through 3462 totaling \$108,054.67.

Upon a motion duly made by Herbolich, seconded by Pearson and upon vote unanimously carried, the Board approved the directors' fees represented by check numbers 3449 through 3453 in the amount of \$463.75.

C. Other

None.

XI. Manager's Items

A. Genus Zero Project

Mr. Cotten reported that the City of Lone Tree is preparing a program to tie together financial, GIS and other information by project. Their IT department is working on this. It may be several months before it is completed. He indicated that the work may be able to include the outcomes that the District is looking for.

Director Kelly noted the Genus Zero program is basically an asset management program. He asked what is appropriate for the facilities that the District maintains?

Action was deferred to a future meeting.

B. Referrals

The Board decided to provide a "No Comment" on the Sky Ridge Hospital expansion project.

C. Other

None.

XII. Attorney's Report

None.

XIII. Director's Items

A. Discuss Robert's Rules of Order/Board Meeting Procedures

Mr. Blodgett and Ms. Seaver reported that none of the districts they work with have adopted Robert's Rules of Order. Very few have adopted operating procedures for Board meetings. Typically, the chair runs the meeting with the cooperation of other Board members. Director Van Ramshorst reiterated her concern for the manner in which a tie vote was handled at a recent Board meeting when it was brought back for reconsideration at the next Board meeting by those who were on the dissenting side. Typically, only the prevailing party

may bring back an issue on a tie vote at a future meeting. The Board discussed this situation and stated they felt that it would not occur again in the future.

Director Van Ramshorst reported that the City of Lone Tree Boards and Commissions have been instructed to follow Robert's Rules of Order in their meeting procedures as much as possible.

Director Pearson reported he felt the Board complied with the spirit of Robert's Rules of Order when conducting their meetings. Directors Herbolich, Thomas and Kelly concurred. After discussion, the Board decided not to amend the District's Bylaws to include any further information on meeting procedures at this time. The Board asked Mr. Blodgett to send a copy of the Bylaws to the Board of Directors and include it on the website.

B. Discuss Workers' Compensation Coverage

Mr. Blodgett reviewed the workers' compensation coverage and recommendations from the insurance carrier regarding future field trips by the Board on the District medians and ROW's. The Board concurred.

C. Other

None.


XIV. Other Items

None.

XV. Adjournment

Upon a motion duly made by Director Herbolich, seconded by Pearson, and upon vote unanimously carried, the meeting adjourned at 7:25 p.m.

Respectfully submitted,



Secretary for the Meeting

Next Scheduled Meeting: The Next Meeting is a Regular Meeting scheduled for March 25, 2013 at 5:00 p.m. at the Lone Tree Civic Center, 8527 Lone Tree Parkway, Lone Tree.