

MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARK MEADOWS METROPOLITAN DISTRICT  
HELD  
AUGUST 26, 2013

A regular meeting of the Board of Directors of the Park Meadows Metropolitan District was held on Monday, August 26, 2013 at 5:00 p.m., at the Lone Tree Civic Center, 8257 Lone Tree Parkway, Lone Tree, Colorado 80124.

Attendance: In attendance were Directors:

John Herbolich  
Mark Thomas  
Greg Kelly  
Sharon Van Ramshorst

Also in attendance were:

Bob Blodgett; CliftonLarsonAllen LLP  
Shamus Pahl and Scott Stoddard; The Brickman Group  
John Cotten and Taylor Goertz; TST, Inc., of Denver  
Harold Anderson and Kim Monson; City of Lone Tree  
John Mullins; Park Meadows BID  
Fred Hammer; 9684 Brook Hill Court

Call to Order

Director Herbolich called the meeting to order at 5:00 p.m. The absence of Director Pearson was noted and excused.

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 Herbolich, and upon vote unanimously carried, the Board approved the agenda as submitted.

Public Comments Mr. Hammer distributed an August 26<sup>th</sup> report to the Board with comments regarding the potential conversion of the District's irrigation heads from 3 inches to 4 inches, the SDA Conference and Chamber of Commerce After Hours' events. The Board thanked Mr. Hammer for his comments.

Mr. Mullins invited the Board of Directors and the audience to the Park Meadows Mall dining hall on August 31<sup>st</sup> for a free pancake breakfast to celebrate the 17<sup>th</sup> anniversary of the opening of Park Meadows Mall.

#### CONSENT AGENDA

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

- V. Review and Approve Minutes of the July 22, 2013 Regular Meeting
- VI. Information Items
- VII. Accept Denver Water Usage Report

#### DISCUSSION AGENDA

- VIII. Landscape Maintenance/Construction Items – Scott Stoddard

- A. Accept August Landscape Maintenance Report

Mr. Stoddard reviewed the August Landscape Maintenance Report with the Board. After discussion, the Board accepted the August Landscape Maintenance Report.

- B. Work Orders

None.

- C. Discuss Maintenance Responsibility for Area Adjacent to Walls at Park Meadows Center Drive and Yosemite – Director Pearson

This will be addressed under a future item on the agenda.

- D. Discuss Cost of Converting Spray Heads from 4 inches to 6 inches

He noted that many of the area cities and districts are requiring 6 inch spray heads as a specification due to higher turf which requires less

water and the accumulation of soil and sand buildup over time which requires a higher head to adequately cover the turf. Brickman's estimate is \$48,300 to replace 14 heads. He reported this is a good price as there is very little mark up to the actual cost of the heads. The only additional cost is to cover Brickman's labor.

After discussion, upon a motion duly made by Director Herbolich, seconded by Director Thomas, and upon vote unanimously carried, the Board approved the Brickman proposal to replace the District's irrigation heads from 4 to 6 inches in a not to exceed amount of \$48,300.

E. Discuss Acceptance of Additional ROW/Sidewalk Maintenance Responsibility Requested by the City of Lone Tree

Mr. Stoddard reported Brickman can complete this weed removal work in the sidewalks as requested by the City for approximately \$100 per occurrence. He indicated only a maximum of six occurrences would be required per year.

After discussion, upon a motion duly made by Director Van Ramshorst, seconded by Director Herbolich, and upon vote unanimously carried, the Board approved the District taking responsibility for these weeds in the public sidewalk on the map provided by Brickman at \$100 per occurrence on an as needed basis.

F. Backflow Prevention Notice from Denver Water

Mr. Blodgett reported this was a clerical error by Denver Water. The District is in compliance.

IX. Construction Project Items

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

1. Under Construction

- a. C470/Yosemite Bridge Painting –  
August/September

Mr. Goertz reported this painting project is underway.

- b. Pedestrian Lights on East Side of Yosemite  
(Maximus to Park Meadows Drive)  
July/September

Mr. Goertz reported this project is proceeding.

- c. Pedestrian Lights on West Side of Yosemite (Lincoln to Park Meadows Drive) - June/September

Mr. Goertz reported some adjustments to the light pole locations were made based on feedback from adjacent property owners. This work will proceed in September and October.

- d. Park Meadows Drive Reconstruction (Acres Green to Quebec) - July/October

Mr. Goertz reported all four lanes have been reopened for the time being. The contractor will start on the two lanes on the north side of Park Meadows Drive within a few weeks. Completion is scheduled for October/November.

- e. PF Chang's Turn Pocket – Completed

Mr. Cotten and Mr. Goertz recommended that cobblestone or river rock be placed within the median. The median is approximately 14 x 30 feet long. Director Van Ramshorst asked about including a raised edge on the curb to help keep the cobblestone within the median. After discussion, the Board asked that Brickman and Lone Tree provide a recommendation for consideration by the Board at the September meeting.

## 2. Under Design

- a. C470/Yosemite Interchange Landscaping -- July/September (Bid opening August 27<sup>th</sup>)

Mr. Goertz reported the bids would open August 27<sup>th</sup>. They are estimating the total cost at \$125,000 if the District is required to purchase a tap, and \$105,000 if the District can utilize the tap that CDOT has. The tap cost is approximately \$20,000. Mr. Cotten indicated he is still awaiting approval of the plans and the use of the tap by CDOT.

After discussion, upon a motion duly made by Director Van Ramshorst, seconded by Director Thomas, and upon vote unanimously carried, the Board approved awarding

of the contract with the bids to be received on August 27<sup>th</sup> in a not to exceed amount of \$125,000 with the tap and \$105,000 without a tap. Mr. Blodgett will inform Ms. Seaver.

b. Status of C470 ROW Landscaped Maintenance and Removal of Dead Trees

Mr. Goertz reported he would review this with CDOT and coordinate removal of the dead trees as quickly as possible. They are primarily located on the south side of Parkway Drive west of Acres Green.

c. Landscaped Median in Yosemite (Park Meadows Drive to C470) 2013 Design/2014 Construction

Mr. Goertz reported Valerian will be at the October Board meeting to review the preliminary designs with the Board.

d. Lincoln Avenue Median Rehabilitation Project RFP's August-October

Mr. Goertz reported the RFP will be distributed prior to the next Board meeting. It is requesting a 5 year maintenance plan with the contractor identifying the means and methods by which they will meet the District's specifications. The RFP provides for a yearly fee for the contractor, and based on performance they can be retained on a year to year basis. The Board asked that the Bid Net system be utilized to provide wider distribution of the RFP.

Mr. Goertz will have bids and proposals for review at the September 23<sup>rd</sup> Board meeting.

e. Landscaped ROW on East Side of Park Meadows Center Drive from East Mall Entrance to County Line/I-25 Interchange 2013/2014

Mr. Cotten reviewed a graphic of the proposed improvements. He reported the TMA is seeking to bid this project in the fall. He has asked that the south east corner of Park Meadows Center Drive and County Line Road proceed in the fall of 2013 even if the other corners cannot.

The Board expressed support for this project. After discussion, upon a motion duly made by Director Herbolich, seconded by Director Van Ramshorst, and upon vote unanimously carried, the Board approved a not to exceed amount of \$60,000 as the PMMD share. Mr. Cotton reported based on the ultimate cost share for Lone Tree and PMMD, the City will pay half of the cost.

3. Pending Design

- a. Landscaped Median in Park Meadows Drive (Acres Green/Quebec)-Review Proposal from Valerian LLC - \$8,720

Upon a motion duly made by Director Kelly, seconded by Director Herbolich, and upon vote unanimously carried, the Board approved the proposal from Valerian LLC for the landscaped median design in Park Meadows Drive (Acres Green/Quebec) in the amount of \$8,720. Mr. Blodgett will coordinate with Ms. Seaver on the required contract forms.

- b. Landscaped Median in Parkway Drive (Acres Green/County Line Road) Review Proposal from Valerian LLC - \$8,720

Upon a motion duly made by Director Kelly, seconded by Director Herbolich, and upon vote unanimously carried, the Board approved the proposal from Valerian LLC for the landscaped median design in Parkway Drive (Acres Green/County Line Road) in the amount of \$8,720.

Mr. Goertz reported the total cost estimate for the Park Meadows Drive median is \$190,000. Mr. Goertz reported the total cost estimate for the Parkway Drive median is \$250,000. The goal is to construct both of these medians in 2014. Mr. Blodgett reported he would revise the 5 year CIP to reflect the Parkway Drive median in the 2014 budget. He will provide this at the September meeting.

Valerian will attend the October Board meeting to review the landscaped median designs in Park Meadows Drive, Parkway Drive and Yosemite with the Board.

4. Under Study

- a. County Line Road Transportation Study  
(Yosemite to Inverness Drive S.) – Douglas  
County – 2013/2014

Mr. Cotten reported Mr. Griffith has hired two new engineers to assist him with completing this RFP.

- b. C470 Widening Schedule

Mr. Cotten reported he is still waiting on RAMP funding decisions by CDOT. It is now estimated a decision will be made in October as to whether the C470 Coalition will receive requested funds.

B. Review 2013-2017 Capital Improvements Project Plan

Mr. Blodgett will revise for the September meeting.

C. Other

None.

X. Financial Items

A. Approval of July 31, 2013 Cash Position Report

Mr. Blodgett reviewed the Cash Position Report with the Board. After discussion, upon a motion duly made by Director Thomas, seconded by Director Kelly, and upon vote unanimously carried, the Board approved the July 31, 2013 Cash Position Report.

B. Approve July Claims Totaling \$87,717.29 and Approve Directors' Fees Totaling \$461.75

Mr. Blodgett reviewed with the Board. After discussion, upon a motion duly made by Director Thomas, seconded by Director Kelly, and upon vote unanimously carried, the Board approved the July claims totaling \$87,717.29 and Directors' Fees totaling \$369.40 due to the absence of Director Pearson.

C. Other

None.

XI. Manager's Items

A. Website Updates

Mr. Blodgett reported the Records Retention Policy is being added to the website. It will then be up to date.

B. Referrals

None.

C. Other

The Board discussed the request by Timberlines to publish another informational article on the Park Meadows Metropolitan District in the next edition. The Board noted the July edition had just included an article on PMMD. Director Thomas suggested the spring 2014 edition would be better timing for an article to include information on the May 2014 Director Election, completion of pedestrian lights and other projects as well as the retirement of the District's debt in 2013. The Board concurred.

The Board asked Mr. Blodgett to contact the Timberlines staff, Ms. Kristen Knoll, and suggest a spring 2014 article would be better for the District. The Board recognized that Timberlines can publish information about PMMD ahead of that time if they wish.

XII. Attorney's Report

A. Status of "Umbrella" IGA with COLT Regarding Future Joint Projects

Mr. Cotten reported this IGA was approved at the August 20<sup>th</sup> Lone Tree City Council meeting. The Board thanked the City of Lone Tree for their support of this effort.

XIII. Director's Items

A. Discuss Possible "After Hours" Event with the Chamber – Director Thomas

After discussion, the Board decided not to pursue this project.



B. District Goals and Objectives

Deferred to a future meeting.

C. Other

The Board discussed the recent request for information from Mr. Hammer. Mr. Blodgett reviewed Ms. Seaver's summary of the District's Record Retention Policy and the processing of a CORA request. After discussion, the Board asked Mr. Blodgett to follow the District's Record Retention Policy in responding to Mr. Hammer's information request.

Director Van Ramshorst reported that the population estimates recently distributed to the Board from 2006 do not contain the Green Apartments on Yosemite or the Crest Apartments on Park Meadows Drive. She noted the Lincoln Square Lofts project is in Lincoln Station and is not in the District.

Director Van Ramshorst asked Mr. Blodgett to have Brickman prepare a summary of the cost for annual landscaped maintenance for each separate HOA for the September Board meeting. The Board concurred. Director Van Ramshorst noted that Club Terrace, Lone Tree Terrace, Masters Park and the Charter have very little if any annual landscaped maintenance costs as they do not have any turf.

Mr. Blodgett will review with Mr. Bevill.

Mr. Blodgett reported that Mr. Bevill and he met with Mr. Al Moore of Fairways 39 HOA. Fairways 39 has decided to request participation in the Water Conservation Landscaping Project for 2014. Mr. Moore requested some revisions to the prior plan Brickman had prepared for their WCLP so that the HOA could support it. Mr. Bevill has made his revisions. This will be presented at the September Board meeting for Board discussion.

Director Kelly asked that Brickman prepare a summary of the annual estimated cost savings for the existing two WCLP's at the Cypress Greens and the Enclave as well as estimated annual water savings at the Fairways 39 HOA project if it is approved by the Board. Mr. Blodgett will review with Mr. Bevill.


XIV. Other Items

None.

XV. Adjournment

Upon a motion duly made by Director Thomas, seconded by Director Herbolich, and upon vote unanimously carried, the meeting adjourned at 7:00 p.m.

Respectfully submitted,

  
Secretary for the Meeting

Next Scheduled Meeting: The Next Meeting is a Regular Meeting scheduled for September 23, 2013 at 5:00 p.m. at the Lone Tree Civic Center, 8527 Lone Tree Parkway, Lone Tree, Colorado