

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
PARK MEADOWS METROPOLITAN DISTRICT
NOVEMBER 24, 2014

A special meeting of the Board of Directors of the Park Meadows Metropolitan District was held on Monday, November 24, 2014 at 5:30 p.m., at the Lone Tree Civic Center, 8527 Lone Tree Parkway, Lone Tree, Colorado 80124.

Attendance: In attendance were Directors:

John Herbolich
Tom Haning
Greg Kelly
Roger Pearson
Sharon Van Ramshorst

Also in attendance were:

Bob Blodgett and Christine Harwell; CliftonLarsonAllen LLP
Tamara Seaver; Icenogle Seaver Pogue, P.C.
Scott Stoddard, Devin Listerman and Shamus Pahl; The Brickman Group
John Cotten and Taylor Goertz; TTG
Harold Anderson; Lone Tree City Council
Kim Monson; Lone Tree City Council
Fred Hammer; 9684 Brook Hill Court
Steve Parry; 9659 Brook Hill Court, Enclave HOA Board Member
Herb Steele; 9528 Brook Hill Court, President of Enclave HOA
Pamela Schenk-Kelly; Sr. General Manager - Park Meadows Mall

Call to Order

Director Herbolich called the meeting to order at 5:30 p.m.

Declaration of
Quorum/
Disclosure Matters

A quorum was declared present, and there were no disclosure matters.

Approval of
Agenda

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

RECORD OF PROCEEDINGS

Public Comments Mr. Parry addressed the Board regarding The Enclave HOA ROW irrigation and its potential impacts on their screening wall. He thanked Directors Kelly and Pearson for participating in the walk through to review The Enclave's irrigation issues adjacent to their privacy wall. He provided a report prepared by Yeh and Associates for Board review. Yeh and Associates was recommended by TTG, the District engineer.

Mr. Steele addressed the Board regarding the same issue. He provided a summary of points regarding the ROW irrigation adjacent to the wall and recommendations for Board review.

The Board thanked both residents for their presentation and asked that Mr. Goertz and Mr. Cotten review the information in anticipation of the January Board meeting for Board discussion.

CONSENT AGENDA

Director Van Ramshorst recommended amendments to the October 27th meeting minutes.

Mr. Blodgett noted the 2014 audit engagement letter had been amended per Ms. Seaver's recommendations.

Mr. Blodgett noted the Annual Administrative Resolution will be amended to accurately reflect the Board's regular meeting schedule in 2015.

The Board briefly discussed the practice of posting District meeting notices at the Lone Tree Municipal Building notwithstanding that it isn't a title 32 recognized posting location because it is located outside of the District's boundaries. The Board agreed that, while the building is not located within the District, it is important as a means of notifying the public of District meetings. Therefore, the Board directed that the Lone Tree Municipal Building be designated as a fourth posting location for District meeting notices.

With the above noted modifications to the consent agenda items, upon a motion duly made by Director Van Ramshorst, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the Consent Agenda.

- V. Review and approve Minutes of the October 27, 2014 Regular Meeting
- VI. Approve engagement letter with CliftonLarsonAllen LLP for 2015 accounting services
- VII. Approve agreement with Haynie & Company for a 2014 audit – with a cost not to exceed \$4,000 (plus out of pocket expenses)

- VIII. Approve engagement letter with Icenogle, Seaver & Pogue, P.C. for 2015 legal services
- IX. Approve 2015 Annual Administrative Resolution
- X. Information Items

DISCUSSION AGENDA

- XI. Conduct Public Hearing to Consider Amending the 2014 Budget; Consider Adoption of Resolution to Amend 2014 Budget

Director Herbolich opened the public hearing at 6:05 p.m. A resident asked questions regarding the legal, management and accounting fees for 2015.

Director Herbolich closed the public hearing at 6:10 p.m. Ms. Harwell reported the 2014 General Fund Budget requires amendment. Upon a motion duly made by Director Herbolich, seconded by Director Kelly, and upon vote unanimously carried, the Board approved an amendment to the 2014 General Fund budget.

- XII. Conduct Public Hearing to Consider Adoption of 2015 Budget, Appropriate Funds and Certify Mill Levies; Consider Adoption of Resolutions to Adopt the 2015 Budget, Appropriate Funds and Certify Mill Levy

Director Herbolich opened the public hearing at 6:17 p.m. Ms. Kelly complemented the Board for their work on behalf of the commercial properties within the District. There were no additional public comments. The Board closed the public hearing at 6:19 p.m.

Ms. Harwell reviewed the budget with the Board. Upon a motion duly made by Director Van Ramshorst, seconded by Director Pearson, and upon vote unanimously carried, the Board approved the 2015 budget, appropriated funds and certified a mill levy of 6.387 mills for collection in 2015. The Board noted that the Budget would be amended later in this meeting after selecting the 2015 Landscape Maintenance Services Contractor.

- XIII. Discuss and Consider Approval of 2015 Landscape Maintenance Services Proposal – Directors Kelly and Haning

Director Kelly asked for comment from Ms. Seaver and Ms. Harwell regarding the legal and financial compliance of the proposals with the terms of the requests for proposal. Both reported that the proposers were all in compliance. Thereafter, Director Kelly noted he had contacted the references of the apparent low bidder to discuss their prior experience. He reported on potential concerns with that experience. After review of all of the proposals, Directors Kelly and Haning recommended retention of The Brickman

Group as the best qualified and most experienced proposer at a competitive price for the District. After discussion, upon a motion duly made by Director Van Ramshorst, seconded by Director Kelly, and upon vote unanimously carried, the Board approved the 2015 Landscape Maintenance Services Agreement with The Brickman Group in the amount of \$229,300 and amended the 2015 General Fund Budget accordingly.

The Board decided to address the proposed Brickman special services budget for 2015 at a future Board meeting.

XIV. Accept Denver Water Usage Report

The Board accepted the report.

XV. Landscape Maintenance/Construction Items-Scott Stoddard, Shamus Pahl, Devin Listerman

A. Accept November Landscape Maintenance Report

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

B. Work Orders

None.

C. Other

Mr. Goertz reported Director Pearson had contacted him regarding the installation of a retaining wall around a utility vault at the south east corner of Yosemite and Park Meadows Center Drive. The estimated cost is approximately \$4,100. The Board asked that this and other options be brought forward in the spring of 2015 for Board review prior to approval.

XVI. Construction Project Items

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

1. Under Construction

a. C470/Yosemite Interchange (North Side) Landscaping

Mr. Goertz reported this project had been accepted. They will review the warranty items again next year to ensure compliance by the contractor.

2. Under Design

None.

B. Status of County Line Road Study by URS (Yosemite to Inverness Drive)

Mr. Cotten reported he and Mr. Griffith attended a kick off meeting for the study. Director Kelly will be invited to future meetings as the Board representative.

C. Other

None.

XVII. Financial Items

A. Approve October 31, 2014 Cash Position Report Updated November 21, 2014

Upon a motion duly made by Director Pearson, seconded by Director Kelly, and upon vote unanimously carried, the Board accepted the Cash Position Report.

B. Approval of October Claims Totaling \$136,097.46

Upon a motion duly made by Director Herbolich, seconded by Director Pearson and upon vote unanimously carried, the Board approved the October claims totaling \$136,097.46.

C. 2014-2015 Capital Improvement Projects

Mr. Cotten reported the Lincoln pedestrian bridge work should begin in the fall of 2015 and will be an approximate nine month project. He also reported the District's \$180,000 contribution required for the additional eastbound ramp on Lincoln on I-25 may be needed by year end.

D. Other

None.

XVIII. Manager's Items

None.

XIX. Attorney's Items

None.

RECORD OF PROCEEDINGS

XX. Director's Items

A Other

The Board asked Mr. Blodgett to ensure all Board members are receiving the monthly SDA magazine and any blast emails from SDA.

Director Kelly clarified for those in attendance that his comments at the last meeting were supportive of looking at a future bond issue within the District's current mill levy that would not require a property tax increase.


XXI. Other Items

None.

XXII. Adjournment

Upon a motion duly made by Director Herbolich, seconded by Director Kelly, and upon vote unanimously carried, the meeting adjourned at 7:00 p.m. The Board called a special meeting for Monday, December 15, 2014 at 5:30 p.m. at the Lone Tree Civic Center due to the Municipal Court using the Board meeting room until 5:00 p.m.

Respectfully submitted,


Secretary for the Meeting

Next Scheduled Meeting: The Next Meeting is a Special Meeting scheduled for December 15, 2014 at 5:30 p.m. at the Lone Tree Civic Center, 8527 Lone Tree Parkway, Lone Tree, Colorado