

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE PARK MEADOWS METROPOLITAN DISTRICT

Held: Monday, August 28, 2017 at 5:00 P.M. at the Lone Tree Civic Center, 8527 Lone Tree Parkway, Lone Tree, Colorado.

Attendance: A regular meeting of the Board of Directors of the Park Meadows Metropolitan District was scheduled in compliance with the laws of the State of Colorado, with the following directors in attendance:

Greg Kelly
Sharon Van Ramshorst
Steve Parry
Martha Sippel
Tom Haning

Also present were:

Fred Hammer, resident; Steve Mack, Cypress Greens Homeowners Association; Whitney Miller, Park Meadows BID; John Cotten and Taylor Goertz, TTG Corp.; Lisa Albers, Capital Improvement Project Manager, Seth Hoffman, City Manager and Jay Carpenter, Councilmember City of Lone Tree; Mike Crespin, BrightView Landscape Services, Inc.; Tyler Harper, GeoLens, Inc.; Bob Blodgett, Christine Harwell and Rachel Heap, CliftonLarsonAllen LLP; and Tamara Seaver, Icenogle Seaver Pogue, PC.

Call to Order/ Declaration of Quorum: Director Kelly, noting the presence of a quorum, called to order the regular meeting of the Board of Directors of Park Meadows Metropolitan District at 5:02 P.M.

Directors Matters/Disclosure Matters: None.

Public Comments: Fred Hammer expressed curiosity regarding the sod removal agenda item and Director Kelly requested Mr. Hammer stay for that portion of the meeting.

Approval of Agenda: Director Kelly requested agenda item VII(D) be moved up as the first discussion agenda item and all board members concurred.

Consent Agenda: Director Sippel noted her revisions to the July 24, 2017 regular

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meeting minutes were uploaded as a post-packet item for the Board as well as one final change proposed by Ms. Harwell. Following discussion, Director Van Ramshorst moved approval of the consent agenda comprising the revised minutes. The motion was seconded by Director Sippel and, with Director Parry abstaining due to his late arrival at the meeting, the Board approved the minutes.

County Line Road
Improvements Update:

Ms. Albers reviewed with the Board the status of the County Line Road improvements.

Policy Regarding Water Usage
Reports for HOAs:

Mr. Blodgett directed the Board to a report he created by HOA which detailed enrollment in Denver Water's Information Budget Program, Authorization to Denver Water to share water budget reports with the District and provided which HOAs entered into water saving agreements with Denver Water. Director Kelly questioned whether the District needs to see reported information. Director Van Ramshorst expressed her view that the District spent considerable money on controllers with an expectation of savings and she felt the reports would be helpful as data generated to date was not useful. Following additional discussion, Mr. Blodgett was directed to request a 4 year water report on Carriage Club, Heritage Estates, Muirfield and Taos of Lone Tree.

Landscape Maintenance:
August Landscape
Maintenance Report:

Mr. Crespino reported on weekly turf maintenance to continue through October and recommended completion of a heavy pre-emergent for Crabgrass in the spring of 2018. For the shrub beds Mr. Crespino noted pruning was complete and reported that spot-pruning will be performed as needed. Relative to trees, Mr. Crespino reported that Rocky Mountain Tree Care will begin tree removal and pruning the week of August 28th with all work expected to be complete within one week. He also mentioned another car accident damaging a tree on Yosemite near Parkway Drive and his proposal for the tree's replacement as well as the police report and attendant insurance claim. He then reported on the bills received from Denver Water and 2 taps experiencing extreme water usage without clear cause. He detailed past efforts to uncover the issue creating the water usage issue and noted he will be meeting Denver Water again on site. He noted that he suspects as the root cause of the issue a water feature on the corner of Lone Tree Parkway and Yosemite which is not owned by the District. He reported that it is also possible someone illegally tapped into the District's system. Director Kelly asked about a leak detection contractor to which Mr. Crespino

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responded that he will need to isolate the source before employing such a service. Finally, Mr. Crespin noted he met with GeoLens representatives in the field to go over use of the software and different layers offered by the program.

August Proposed Work Orders:

Following discussion, the following proposed work orders were approved:

1. Director Van Ramshorst moved approval of the proposed work order to remove sod and create a cobble bed with shrubs in Carriage Club, with the inclusion of a possible tree replacement in an amount not-to-exceed \$8,205.32. The motion was seconded by Director Kelly and approved unanimously by the Board.
2. Director Sippel moved approval of the proposed work order for removal of sod and the addition of cobble on the east side of Lone Tree Parkway, adjacent to the wall to match the west side of Lone Tree Parkway in an amount not-to-exceed \$7,980.98. The motion was seconded by Director Kelly and approved unanimously by the Board.
3. Director Sippel moved approval of the proposed work order for removal and replacement of sod at the southeast corner of County Line and Quebec near the monument sign in an amount not-to-exceed \$944.90. The motion was seconded by Director Kelly and approved unanimously by the Board.
4. Director Van Ramshorst moved approval of the proposed work order for removal of sod in favor of hardscape, per Mr. Crespin's first schematic with added plants the final design to be circulated to the Board for approval, in a test area at Yosemite and Heritage Hills Circle in an amount not-to-exceed \$1,859.75. The motion was seconded by Director Kelly and approved unanimously by the Board. Director Kelly asked Mr. Hoffman, City Manager for Lone Tree, if the City would like to provide feedback on the test area given past upset with hardscape from the prior Mayor. Director Sippel noted the District guidelines would help provide future boards definitive guidance for medians and other areas and Mr. Hoffman indicated he would circle back with City Council.
5. Director Sippel moved approval of proposed work orders

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Nos. 1, 2 and 3 for (1) tree removal and replacement from vehicle damage in an amount not-to-exceed \$1,228, (2) backflow and cage replacement from vehicle damage in an amount not-to-exceed \$2,717.76 and (3) September pest control in an amount not-to-exceed \$1,750. The motion was seconded by Director Kelly and approved unanimously by the Board.

Cypress Greens HOA Bill for Removal of Smart Controllers:

Mr. Blodgett reviewed with the Board of Directors the proposed invoice to Cypress Greens in the amount of \$6,652.77 to cover the costs of legal and management fees as well as the costs of controller replacement, but excluding the costs of the upgraded controllers. He noted the costs matched the parties' agreement. Following brief discussion, the board directed the post-packet version of the invoice letter be sent to Cypress Greens.

Construction Project Items:
New Landscaped Median in Yosemite (Park Meadows Drive to C-470):

Mr. Cotten reviewed the status of the design for the new median and the schedule leading to construction and installation, culminating in installation in May of 2018.

County Line Road Improvements:

Mr. Cotten reported with respect to the County Line Road Improvements project that utility locations were under way and underground work had commenced.

Review District Landscape Maintenance Map – Lincoln/Lone Tree Parkway Pilot Area:


This matter was discussed under Attorney Items, GeoLens Agreement - District infrastructure (GIS) mapping.

Financial Items:
August 21, 2017 Cash Position and Property Tax Schedule:

Mr. Blodgett reviewed with the Board the District's August 21, 2017 cash position report and property tax receipts. Director Sippel expressed concern over negative numbers in future years in the Capital Improvements Plan and Director Kelly noted that no future years are budgeted and will be adjusted as budgetary needs merit. Thereafter, Director Parry moved approval of the cash position report. The motion was seconded by Director Sippel and approved unanimously by the Board.

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- July Claims: Mr. Blodgett presented the July claims of \$249,987.87, noting the large payment for the City's Pedestrian Bridge, plus Directors Fees. Thereafter, Director Parry moved approval of the claims. The motion was seconded by Director Sippel and approved unanimously by the Board.
- 2018 Budget Discussion: Mr. Blodgett then noted a special meeting may be held in September, as per normal practice, to review the 2018 budget with Ms. Harwell.
- Manager's Items: Mr. Blodgett reported on the referral for Parkway Subdivision, Filing 2, 9th Amendment and the impact on two District medians. The Board asked Mr. Hoffman to ensure the District has input during the land use process and directed Mr. Blodgett to comment requesting the medians be rebuilt in the same style and to the same level of quality as the current medians and to ensure the District has final approval of the landscape design.
- Attorney Items:
GeoLens Agreement –
District infrastructure (GIS)
mapping: Ms. Seaver reviewed with the Board the agreement with GeoLens for District infrastructure (GIS) mapping noting it was a post-packet item due to the timing of contract negotiations. The Board tabled the contract until the September Board Meeting.
- Director's Items: Director Parry asked Councilmember Carpenter about City annexations east of Park Meadows Drive and expansions of City limits to the east. Councilmember Carpenter noted there were no active annexation requests.
- Adjournment: There being no further business to come before the Board, upon motion made by Director Kelly, second by Director Sippel, the meeting was adjourned at 6:37 P.M.



Secretary