

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS

OF THE PARK MEADOWS METROPOLITAN DISTRICT

Held: Monday, September 25, 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:

Taylor Goertz, IMEG Corp.; Jay Carpenter, Councilmember, Seth Hoffman, City Manager and Kristin Baumgartner, Assistant City Manager and Finance Director, City of Lone Tree; Whitney Miller, Park Meadows BID; Mike Crespin, and Eric Keesen, BrightView Landscape Services, Inc.; Eliot Hoyt, BrightView Landscape Development, Inc. dba BrightView Design Group; Matt Small, GeoLens, Inc.; Bob Blodgett and Rachel Heap, CliftonLarsonAllen LLP; and Ed Icenogle, 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 5:00 P.M.

Directors Matters/Disclosure Matters: None.

Public Comments: Ms. Miller reported the Park Meadows BID is working on landscaping projects that will affect the District. She would like to present information at the October meeting. Directly Kelly urged her to provide information on the projects prior to the meeting for Board review.

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- Approval of Agenda: Director Sippel moved to approve the agenda, as presented. Director Parry seconded the motion which was approved unanimously by the Board.
- Consent Agenda: Director Sippel moved to approve the consent agenda comprising minutes of the August 28, 2017 regular meeting. The motion was seconded by Director Parry and unanimously approved by the Board.
- Landscape Maintenance:
September Landscape Maintenance Report: Mr. Crespin reviewed the September landscape maintenance report with the Board. The Board accepted the report.
- September Proposed Work Orders: Following discussion, the following proposed work orders were approved:
1. Director Sippel moved approval of the proposed work order for September pest control in an amount not-to-exceed \$1,740. The motion was seconded by Director Haning and approved unanimously by the Board. The Board authorized Mr. Crespin to include monthly pest control in the 2018 annual base contract.
 2. Mr. Blodgett stated he has not yet received a response from the Cypress Greens HOA regarding payment of the District's invoice including the cost to install the three new controllers which the HOA removed without permission. After discussion, the Board deferred action on the Cypress Greens HOA clock replacements.
- Status of Cypress Greens HOA Controllers: The Board directed Mr. Blodgett to send a new email letter to Mr. Mack indicating the Board expected to receive payment within two weeks.
- Denver Water Usage Report: Mr. Crespin reported he believes BrightView has found the source of the additional 2 million gallons of water used in the last three months above the average usage. It appears to have been a valve that was manually turned on at the Lone Tree fountain at Yosemite and Lone Tree Parkway. This valve has now been turned off and is back on automatic. The September water bill should be back to normal. The Board thanked Mr. Crespin for his efforts.
- Construction Project Items:
2017-2021 Capital Improvement Projects Plan: Mr. Blodgett reviewed with the Board. After discussion, the Board determined to remove the County Line Road median

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improvement projects in lines 10 and 11.

- COLT 2018 CIP Requests: Mr. Hoffman presented a power point regarding the City of Lone Tree's capital project budget and their requests to the District in 2018. He distributed copies of a letter dated September 25th from Mayor Millet to the District requesting a total of \$1,330,000 for capital projects in 2018. The Board thanked Mr. Hoffman for his presentation. Director Kelly, Director Van Ramshorst and Mr. Blodgett are meeting with the City of Lone Tree Mayor, City Manager, Finance Director, Public Works Director and Councilmember Carpenter Tuesday morning to discuss. Mr. Hoffman distributed copies of the September Money magazine indicating Lone Tree is rated the # 7 best city to live in in the USA. The Board congratulated the City on this achievement.
- New Landscaped Median in Yosemite (Park Meadows Drive to C-470):
Status of 60% Design Plan/
Landscape/Hardscape: Mr. Hoyt reviewed with the Board. The Board accepted the status report.
Mr. Goertz reviewed the hardscape with the board. He noted the Lone Tree Police Department concern with panhandling in the median once it is constructed. The Board discussed the possibility of angling the flagstone so that it cannot be easily stood upon. No action was taken by the Board.
- Confirm Schedule The scheduled was confirmed as presented.
- County Line Road Improvements: Mr. Goertz reported the County Line Road improvements are on schedule for Phase One, to be completed in November. Ms. Miller thanked the Board for their patience with the County Line Road construction interruptions during the past summer.
- Financial Items:
September 18, 2017 Cash Position Report and Property Tax Schedule: Mr. Blodgett reviewed the September 18, 2017 Cash Position Report and Property Tax Schedule with the Board. The Board accepted the Report and Schedule as presented.
- August Claims: Mr. Blodgett reviewed with the Board the August 2017 claims totaling \$96,631.22 plus directors' fees. Thereafter, Director Sippel moved approval of the claims. The motion was seconded by Director Haning and approved unanimously by the Board.
- Manager's Items:
2018 Budget Process: Mr. Blodgett reviewed the 2018 budget process with the Board. The Board met at a September 25th Special Meeting/Study Session at 10:30 A.M., September 25, 2017 to review the

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preliminary draft budget. A revised draft budget will be submitted to the Board by October 15th, the Board will discuss the revised draft at the October 23, 2017 regular meeting.

Denver Water Usage Reports for Taos, Muirfield, Carriage Club, Heritage Enclave and Cypress Greens:

Mr. Blodgett reviewed with the Board. He noted he has requested information from 2006 to 2017 for all HOAs within the District who are reporting the information to Denver Water. He recommended that a meeting be set with Ms. Shaw, the Denver Water Conservation Specialist, Director Sippel, Mr. Crespin and himself. His office will proceed with this.

Website Updates:

Mr. Blodgett noted several updates are needed to the Projects, Contacts and Board pages on the district's website. He will be completing those this week.

Attorney Items:

Agreement with GeoLens for District Infrastructure GIS Mapping - \$7,500:

Mr. Icenogle reviewed with the Board. Following discussion, Director Sippel moved approval of the Agreement. The motion was seconded by Director Kelly and approved unanimously by the Board of Directors.

Director's Items:

Status of Approval of Yosemite/Heritage Hills Circle ROW:

Director Sippel reported she attended the meeting of the Lone Tree City Council where this project was discussed. It was approved by the City, and noted Mayor Millet expressed concern about measuring success for this project in the future. Director Sippel reported this would be done through the maintenance efforts by the District. Councilmember Carpenter expressed concern about uniformity of these kinds of landscape repair projects throughout the District and the entire City. Director Sippel reported this is a pilot project along with one to be done in Carriage Club during the next year. Director Kelly asked if every landscape repair or replacement project would need to be approved by the City in the future. Councilmember Carpenter responded that only significant large projects would need to be approved by the City to ensure uniformity throughout the City. Councilmember Carpenter reported the new landscape design guidelines do not apply to Park Meadows Metropolitan District since that is only for new landscape construction in the remainder of the City.

SDA Annual Conference:

Director Sippel noted the conference sessions were very useful. Directors Van Ramshorst and Parry concurred.

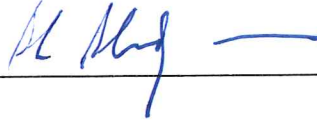
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Other Items:

Director Kelly reported the City's contractor did not properly monitor the recent curb and gutter repair work on the Lone Tree Parkway median. The concrete replacement was splashed on to the District's flagstone and has since been removed. However, it has stained the flagstone a different color than the remaining flagstone. He reported there is still a broken stone and there are stains in the median at the corner of Lone Tree Parkway and Yosemite that the City needs to repair. Mr. Hoffman stated that would be done.

Adjournment:

There being no further business to come before the Board, upon motion made by Director Kelly, the meeting was adjourned at 6:15 P.M.



Secretary