

RECORD OF PROCEEDINGS

MINUTES OF THE REGULAR MEETING OF THE BOARD OF DIRECTORS OF THE PARK MEADOWS METROPOLITAN DISTRICT

Held: Monday, February 26, 2018 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:

Harvey Field; Lone Tree Terrace HOA
Jack Swift; Heritage Enclave HOA
Seth Hoffman; City of Lone Tree
Jay Carpenter; City of Lone Tree
Taylor Goertz; IMEG Corp.
Michael Crespin & Eric Keesen; Brightview Landscape Services, Inc.
Whitney Miller; Park Meadows BID
Tamara Seaver; Icenogle Seaver Pogue, P.C.
Bob Blodgett, Anna Jones & Christine Harwell;
CliftonLarsonAllen LLP

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:

Mr. Swift reported that the Heritage Enclave Board did not agree to sign the District's Easement Agreement. They recommended additional changes. The Board noted that the agreement was to

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be signed “as is,” consistent with other agreements provided to HOAs within the District. Per the letter from the District earlier in February, the Board directed Brightview to cease maintenance of the areas in this landscape maintenance agreement, effective Tuesday, February 27, 2018.

Approval of Agenda:

Director Parry moved to approve the agenda, as presented. Director Sippel seconded the motion which was approved unanimously by the Board.

Consent Agenda:

Director Parry moved to approve the consent agenda comprising minutes of the January 29, 2018 special meeting. The motion was seconded by Director Sippel and unanimously approved by the Board.

Discussion Agenda:

Landscape Maintenance:

February Landscape
Maintenance Report:

Mr. Crespin reviewed the February landscape maintenance report with the Board. After discussion, the Board accepted the report.

February Proposed
Work Orders:

Following discussion, the following proposed work orders were approved:

1. Director Sippel moved approval of the proposed work order for soil flush for the turf areas affected by slicer/mag chloride in the amount of \$2,880. The motion was seconded by Director Van Ramshorst and approved unanimously by the Board.

Discuss Pine Wilt
Disease in Lone Tree:

Mr. Crespin reported that he and Director Sippel met with Mr. Zsako of the city of Lone Tree and determined that the Pine Wilt Disease was evident on the medians south of Park Meadows Drive in Acres Green. It has not yet appeared within the District medians. South Suburban Parks and rec District removed the dead pine tree south of their maintenance facility on the north side of Lincoln

Denver Water Usage
Report:

The Board accepted the February Denver water usage information report.

Other:

None.

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Construction Project Items:

Discuss Process to
Review City of Lone Tree
CIP Requests:

The Board reviewed the city of Lone Tree CIP recommendations and Director Van Ramshorst expressed her concern regarding the level of the requests relative to the District's total budget as well as the lack of other partners and sought from Mr. Hoffman information as to the City's priorities. Mr. Hoffman indicated that every project was really a priority. Director Van Ramshorst noted that historically projects were split on a 50/50 basis for funding and while she was mindful of the City's need help via the District's property taxes, she still felt her fiduciary duties merited projects within the District and with impact for the District.

The Board decided that Directors Sippel and Ramshorst will serve as the Board committee to meet with the city of Lone Tree regarding their remaining CIP request for 2018 and 2019.

Review Revised 2018-
2022 Capital
Improvement Projects
Plan:

Turning to the District's Potential Future Projects Matrix, Director Sippel expressed her desire to see projects which fit into and compliment the District's resolution adopting areas and projects of District priority. Following discussion, the Board determined that potential future projects numbered 12, 14, 15 and 16 in the matrix did not fit well with the District's priorities and they directed Ms. Harwell to remove these projects from the Potential Future Projects Matrix.

Status of Park
Meadows Mall BID
Project Funding
Request:

Director Van Ramshorst reported that she and Director Sippel met with Council Members Carpenter and Brunnick and Ms. Schenck Kelly and Ms. Miller regarding the Mall BID funding request. Director Sippel asked for an indication of whether the proposed improvements will be made on either private or public property that are proposed. Council member Brunnick is checking on the boundaries of the proposed improvements.

Discuss 2018 Tuck
Point Repair Budget
and Bid Process:

Mr. Goertz noted that his assessment of the medians was complete and the final report is still in production but in the meantime, he distributed copies of maps regarding the status of prior landscape median tuck point work and recommendations for 2018 and future years. Director Sippel raised a timing issue regarding tree replacement and tuck-pointing and the Board concurred that this timing should be taken into account so as to avoid removal of newly planted trees.

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After additional discussion, Director Van Ramshorst moved to approve the Tuck Point work in 2018, not-to-exceed \$300,000, to tuck point as far north on Lone Tree Parkway and Park Meadows Drive as possible. The motion was seconded by Director Parry and unanimously approved by the Board.

IMEG is seeking bids for the 2018 work and will have recommendations at the March 26, 2018 Board meeting.

Other: None.

New Landscaped
Median in Yosemite
(Park Meadows Drive to
C470)

Mr. Goertz reported that work has not yet begun. He will be requesting a tap fee for Southgate Water District prior to the next Board meeting and will coordinate if possible with CDOT. He noted the project schedule for the Board as follows:

Notice to Proceed – February 3, 2018

Flatwork and Irrigation – February – April, 2018

Landscape Installation – May 2018

Estimated Completion – July 2018

County Line Road
Improvements:

Mr. Hoffman reported that the project was close to completion with only the painting of the concrete remaining. He then noted that the City of Lone Tree will pay the \$25,000 for hardscape improvements in the County Line Road median adjacent to PF Chang's. The District will not need to pay for a change order for this work. The Board thanked the City for this contribution to the project on behalf of the District.

Lincoln Pedestrian
Bridge Update:

Mr. Goertz reported there is a final walk-through on the bridge March 2. It is anticipated that the bridge will be completed and open by the end of March. A grand opening is planned for late April.

Other: None.

Financial Items:

Review and Accept February
19, 2018 Cash Position:

Ms. Harwell reviewed the cash position report with the Board. Upon a motion duly made by Director Sippel, seconded by Director Kelly and, upon a vote unanimously carried, the Board accepted the report

Approval of January Claims
and Directors' Fees:

Mr. Blodgett reviewed the January claims, totaling \$81,274.45, with the Board.

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Upon a motion duly made by Director Sippel, seconded by Director Van Ramshorst and, upon a vote, unanimously carried, the Board accepted the January claims, totaling \$81,274.45.

Other: None.

Manager's Items:

Status of May 8, 2018
Directors' Election:

Mr. Blodgett reported there are four candidates for the three vacant positions noting this would require an election be held.

Consider Retention of
Firm to Conduct Mail
Ballot Election:

Mr. Blodgett reported that bids to conduct the mail ballot election were requested from CRS and SDMS. SDMS declined due to their workload. CRS responded with a quote of \$34,000. They also conducted the District's 2016 election.

Upon a motion duly made by Director Kelly, seconded by Director Sippel and, upon a vote, unanimously carried, the Board approved hiring CRS to conduct the 2018 mail ballot election for the amount of \$34,000, subject Ms. Seaver's approval of the form of contract. legal agreement by Ms. Seaver.

Status of GeoLens Work –
Demonstration

Mr. Harper provided a demonstration of the progress to date on the display of landscape maintenance areas within the District. He reported he has been working with Mr. Crespin to upload into the system various HOA and commercial agreements as well as information on the District's medians.

The Board requested that a training session for the entire Board in using this new information system be set in the near future.

Other: None.

Attorney Items:

Executive Session:

Tabled to a future Board meeting.

Status of Heritage Enclave
HOA Easements:

As previously discussed, the Heritage Enclave Board declined to sign the District's Easement Agreement. The Board decided to cease maintenance of this Heritage Enclave maintenance area effective Tuesday, February 27, 2018.

Consider approval of 2018
Rate Schedule with Icenogle
Seaver Pogue:

Upon a motion duly made by Director Sippel, seconded by Director Kelly and, upon a vote, unanimously carried, the Board approved the 2018 rate schedule, as presented.

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Other: None.

Directors' Items:

Discuss 2018 Board of
Director Goals:

The Board decided to defer completion of the 2018 goals to the May Board meeting when the new Board can discuss them.

Website update – Discuss
Future Options:

Director Sippel reported the website can be improved and modernized. She will work with Mr. Blodgett and Mr. Nearing in the future to do so. The Board directed Mr. Blodgett to remove the "Arrowhead Way" HOA agreement from the website as such an HOA does not exist.

Discuss Lone Tree Chamber
of Commerce Membership:


Mr. Blodgett reported his office and Director Sippel have been working with the Chamber staff to correct inaccuracies in the information regarding the District that is on their website. The Board asked that the 2018 membership invoice be held until the information is correct.

Other: None.

Other Items: None.

Adjournment:

There being no further business to come before the Board, upon motion made by Director Kelly, the meeting was adjourned at 6:35 P.M.


Secretary