

RECORD OF PROCEEDINGS

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

Held: Monday, October 22, 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:

Sharon Van Ramshorst
Steve Parry
Martha Sippel
Bryan Glenn
Gary Godden

Also present were:

Whitney Miller, Park Meadows BID
Jay Carpenter; City of Lone Tree
Mike Crespin; Brightview Landscape Services, Inc.
Taylor Goertz, IMEG
Tamara Seaver, Icenogle Seaver Pogue, P.C.
Bob Blodgett, Christine Harwell and Chuck Reid,
CliftonLarsonAllen LLP

Call to Order/ Declaration of Quorum:

Director Van Ramshorst, 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:

None.

Changes to and Approval of Agenda:

There were no changes proposed to the agenda, which was approved as presented.

Consent Agenda:

Director Sippel moved to approve the consent agenda comprising minutes of the September 20, 2018 Budget workshop meeting and the September 24, 2018 regular meeting. The motion was seconded by Director Parry and unanimously approved by the Board.

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- Landscape Maintenance:
October Landscape
Maintenance Report: Mr. Crespin reported that they have switched over to the October mowing schedule and they may begin fall clean up early with all of the dropped leaves. He then reported on his work with the City regarding damaged turf during the City's fiber boring project done by MCI. The City is facilitating communications with MCI's contractor to ensure the District is reimbursed for the damages. The City will have Black and Veatch pay Brightview's invoices directly for their work making the repairs. Director Van Ramshorst asked as to the timing of re-sodding given the impending winter season. Mr. Crespin noted alternatives under discussion with MCI, including bond/funding options. He then noted that tree wrapping had commenced and winter watering will commence once the irrigation system is turned off, noting all District back-flows were drained with the recent snow and cold weather and then a few areas powered back up with the increased temperatures. Mr. Crespin reported on continued fall clean up as well as trash, debris and doggie station clean-ups.
- October Work Orders: Mr. Crespin noted there are no work orders proposed for October.
- Denver Water Board Report
and HOA Water Usage
Information: The Board was presented with the Denver Water Board and HOA Water Usage information. Director Sippel noted there were still issues with the reports and Director Van Ramshorst asked about efforts to obtain the additional reports. Mr. Blodgett responded.
- 2018 – 2022 Capital
Improvements Plan: Mr. Blodgett reported on the change in the CIP due to the 2019 Tuck-Point repairs. Ms. Harwell noted a few additional changes, including those related to the Board's goals and with respect to the District's capital reserve.
- Park Meadows BID Project
Status: Ms. Miller reported that the project is complete and noted the positive feedback from several stakeholders. She noted that several areas will be under consideration for 2019. The Board thanked her for the tour of the finished project.
- Status of 2018 Projects:
County Line Road
Improvements: Councilmember Carpenter reported that the project is complete and a celebration will be happening, the Board will be invited to the celebration, 10:00 A.M., November 1, 2018, likely to be held at Seasons 52.
- Intelligent Traffic Signals: Councilmember Carpenter then reported on the status of the ITS

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- project.
- County Line/Chester Signal: Councilmember Carpenter then reported on the mast construction which is due to take place later in the week, he anticipates removal of the old span wires currently scheduled for Halloween.
- New Yosemite Median Construction: Director Sippel inquired of Councilmember Carpenter as to City Council's thoughts on the new median. Councilmember Carpenter reported that the Council viewed the median very positively and commended the Board on the appearance. Director Parry than asked about status of the C-470 project. Councilmember Carpenter reported that communications from CDOT and others indicate an end date of September 2019. Mr. Goertz reported on some recent invoices from the Contractor for the project and noted those would be charged though the City and then billed to the District.
- Tuckpoint Median Repair: Director Van Ramshorst asked about clean-up on the Tuck Point and Mr. Goertz reported on several matters.
- Financial Items:
September 30, 2018
Financial Statements: Ms. Harwell noted that the financial statements were in the board packet. Referring to the Statement of Revenues, Expenditures and Changes in Fund Balances she noted revenue was tracking as budgeted and reported on some expenses related to the work BrightView is doing with respect to GeoLens. She then reported on the general fund balance, as well as the capital projects fund. She then reported on the District's cash position, noting there was nothing surprising, including that ColoTrust is still the District's best investment option. Finally, she reported on property tax collections. Director Glenn moved that the board accept the September 30, 2018 Financial Statements as presented. Director Sippel seconded the motion which was approved unanimously by the Board.
- Draft 2019 Budget: Ms. Harwell then reviewed the draft 2019 Budget, noting that the Board was well acquainted with the budget from their detailed review during the budget workshop. She then noted that the District's August 2018 assessed value was only very slightly higher than 2017. She then reviewed several key budgetary components, including the general fund, capital fund and capital reserve. She noted there were additional communications regarding the amount allocated in the capital fund – capital outlay - other and that the Board could make changes, if desired, in advance of the next Board meeting to clarifications regarding

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the brick fencing. She asked for clarification regarding the \$500,000 request for the brick fencing, to which Councilmember Carpenter reported that the City is requesting \$500,000 contribution in 2019, and for each of the subsequent four years, from the District, which the City would place in an escrow account until such time as the City has full funding for the project. Director Van Ramshorst clarified the Board's understanding that the District is willing to set aside the sum of \$500,000 for this project in 2019 and potentially for future years, however, future years would have to be appropriated accordingly by future board. Ms. Seaver was directed to work on an IGA with City Attorney for the money to be held by the City subject to certain conditions, if conditions are not met, the full contribution amount will be returned to the District. Ms. Harwell asked for clarification on the capital outlay "other" for the budget purposes. The Board directed that Ms. Harwell include \$500,000 in the 2019 budget for brick replacement. Ms. Harwell and Ms. Seaver clarified with the Board that if an IGA was not successfully entered into with the City for the brick replacement project, then the District would not be obligated legally to spend the budgeted funds on the project, but rather could choose to use the funds for other projects in 2019 or future years. Additionally, Ms. Seaver emphasized that any future contributions to the brick replacement project would be subject to annual appropriation.

September Claims and
Director's Fees:

Mr. Blodgett presented the September claims in the amount of \$74,060.52, plus Directors Fees. Following brief discussion, Director Sippel moved to approve the claims as presented, Director Glenn seconded the motion, and upon vote, the motion carried unanimously carried.

Manager's Items:

None.

Attorney Items:

First Baptist Church and
Streetscape Agreements:

Ms. Seaver noted for the Board that she, Director Sippel and Mr. Crespin would be meeting to discuss the Board's prior direction.

RFP for Engineering:

Ms. Seaver then reviewed with the Board of Directors the Request for Proposals for Engineering Services currently published as well as the November proposal submittal deadlines with Board award current scheduled for the November Board meeting. The Board discussed the matter and at Ms. Seaver's request, the Board appointed a sub-committee comprising Directors Sippel and Godden to work with Ms. Seaver's firm and evaluation of the proposals. Ms. Seaver agreed to set a meeting with the sub-committee just after the proposal submittal deadline

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for evaluation.

Directors' Items:

Website Options:

Director Glenn reported on the website options and the SIPA platform as less than ideal in appearance and functionality and is very dated. Directors Glenn and Sippel recommended to the Board that they move forward with a Wix platform and hosting with self-maintenance. Director Van Ramshorst moved that the Board approve using the Wix platform and self-maintenance and Director Parry seconded the motion which was thereafter approved unanimously by the Board.

Other:

The Board asked Councilmember Carpenter about the Leaf Bridge and he noted it was complete with the exception of a few small issues including the lighting color.

Adjournment:

There being no further business to come before the Board, upon motion by Director Sippel, second by Director Parry and upon vote, the meeting was adjourned.

Secretary

