

RECORD OF PROCEEDINGS

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

Held: Monday, April 22, 2019 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:
- Seth Hoffman and Justin Schmitz; City of Lone Tree
Mike Crespin; BrightView Landscape Services, Inc.
Taylor Goertz; IMEG
Anna Wool; Icenogle Seaver Pogue, P.C.
Chuck Reid, Christine Harwell, and Paige Cipperly;
CliftonLarsonAllen LLP
Whitney Miller; Park Meadows BID
- 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 5:03 P.M.
- Directors Matters/Disclosure Matters: Director Glenn advised that his vehicle may appear in a City of Lone Tree advertisement for a fast-charging station located outside the District boundaries.
- Public Comments: There were no public comments.
- Changes to and Approval of Agenda: Mr. Reid noted the addition of an executive session to the meeting agenda. Director Van Ramshorst moved the City of Lone Tree comments and presentation to after Financial Items.
- Consent Agenda: Director Parry moved to approve the consent agenda comprising minutes of the March 25, 2019 regular meeting and current

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claims and director fees. The motion was seconded by Director Sippel and unanimously approved by the Board.

Financial Items:

2018 Audit:

Ms. Harwell reviewed the draft 2018 Audit with the Board and noted that the audit fieldwork has not yet commenced. Director Sippel moved to accept the 2018 Audit report subject to receipt of an unqualified opinion from the auditor. Director Glenn seconded the motion, which was unanimously approved by the Board.

March 31, 2019 Unaudited Financial Statements:

Ms. Harwell then reviewed the March 31, 2019 Unaudited Financial Statements. Director Sippel moved approval of the financial statements as presented. The motion was seconded by Director Parry and approved unanimously by the Board.

City of Lone Tree Presentation:

Mr. Hoffman responded to questions from the Board concerning the City's brick fence replacement program. Director Van Ramshorst and Director Sippel voiced concerns about the amount of the City's funding contribution and noted that, together with the desired contribution from the District, the project would be approximately 30% funded by 2023. Director Godden requested the District be permitted to review the City's detailed engineering reports and project design plans, and Mr. Hoffman consented to the District's request to review project plans. Mr. Hoffman clarified that the City owns all of the brick fences that will be replaced. Director Parry questioned why adjacent property owners were not contributing to project costs. Mr. Hoffman indicated that the City would consider other options and partnerships to bridge the project funding shortfall. Director Glenn asked when the project might begin based on funding, and Mr. Hoffman responded that the project could potentially begin at 66-75% funding. Mr. Reid requested the City modify the proposed exhibit to Addendum No. 8 to the Master IGA with the City of Lone Tree to correct outdated references to project phasing. Mr. Reid recommended that the City take the lead with regard to identifying additional sources of funding.

Mr. Hoffman next presented and responded to questions about the City's request for District landscape maintenance at five of the City's entryway monuments, including two monuments at Lone Tree Parkway and Lincoln Avenue, two monuments on Timberline Drive, and one monument at County Line Road and Quebec Street as detailed in his letter dated April 19, 2019 and addressed to Mr. Reid. Director Van Ramshorst requested the City cover the costs of the initial landscaping with the District

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assuming costs thereafter. Director Van Ramshorst commented that the monument at County Line Road and Quebec is not within the public right-of-way and that the District does not have a streetscape maintenance agreement with the property owner for the area. Director Sippel questioned Mr. Hoffman about the ongoing landscape maintenance deficiencies by the property owner. Director Glenn clarified that, absent an additional agreement, the City would license the District to maintain landscaping at the monument pursuant to the City's easement and stated that the District's liability should be limited.

Landscape Maintenance:

April Landscape
Maintenance Report:

Mr. Crespin reported on the status of spring landscape services. BrightView is completing grass and sage cutting in the medians and is monitoring turf in the event post emergent weed control is needed. Due to weather, mowing is expected to begin on April 23. He reported that deep root mycorrhizae application is scheduled for the week of April 22 and that Ash Borer and Ips Beetle spray applications will be scheduled for late April or early May. Tree wraps and stakes will be removed as well. He has installed one additional Weather Trak control that was originally missed and reported that District taps are being turned on to begin light watering in some areas.

The GeoLens project is continuing with additional evergreen trees, irrigation controllers and backflow facilities being included. Deciduous trees will be added in late spring and early summer.

April Work Orders:

Mr. Crespin reviewed with the Board a work order for the second gypsum application in an amount not to exceed \$1,150. Director Glenn moved approval of the work order as presented. The motion was seconded by Director Sippel and unanimously approved by the Board.

Ratify Purchase of
Arrowhead Weather Trak
Controller:

Upon motion by Director Van Ramshorst, which was seconded by Director Glenn, the Board unanimously ratified purchase of an additional Weather Trak controller.

Engineering Items:

Monthly Engineering
Report/Update and 2019
Medians Retuck Projects:

Mr. Goertz reported that on April 15, 2019, IMEG inspected all the flagstone medians within the District, noting generally the flagstone is in good condition. Mr. Goertz reported that the retuck project is out to bid and that Quebec is scheduled for

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retucking this year. Directors Sippel, Parry, Glenn, and Van Ramshorst agreed that their preference is to retuck Yosemite Street first. Mr. Goertz advised that the District can easily replace Yosemite as the 2019 retucking project, and the Board supported the idea. Mr. Goertz anticipates that the May median inspection will include a walk-through with the selected contractor to identify specific areas of repair.

Manager's Items:

Muirfield HOA Request:

Mr. Reid presented a request from a Muirfield resident for additional maintenance at Lincoln Avenue and Fairview Drive adjacent to the entrance to the Muirfield HOA. Director Sippel voiced concerns about the number of utilities in the area should the District perform minimal maintenance, and Director Van Ramshorst affirmed the District's policy to not maintain monumentation for HOAs.

PMMD Vision/Mission:

Mr. Reid requested the Board table this matter, given other more pressing matters. The Board tabled the discussion.

Directors' Items:

Website Update:

Director Glenn updated the Board on the website, noting that requested changes had been made and that the next step would be to transition the domain name over to the new site. The Board requested Mr. Reid send a letter to the former website director concerning the website transition.

Attorney Items:

Executive Session:

Director Van Ramshorst moved that the Board convene in executive session pursuant to Sections 24-6-402(4)(b) and (4)(e), C.R.S. for the purpose of receiving legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiations, developing strategy for negotiations, and instructing negotiators related to Addendum No. 8 to the Master IGA with the City of Lone Tree and the District's Landscape Services Agreements. Director Sippel seconded the motion, which was unanimously approved by the Board at 6:39 P.M.

Members of the public departed the meeting at this time. Ms. Wool, Mr. Reid, Ms. Cipperly, Mr. Goertz, and Mr. Crespin remained for the entire executive session.

The Board returned from executive session to open session at 7:54 P.M.

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Public Improvement Project
Designation Addendum No. 8
to the Master
Intergovernmental Agreement
with City of Lone Tree:

Following discussion, Director Van Ramshorst moved and Director Glenn seconded a motion directing staff to prepare a letter to the City requesting that the City address its plans to bridge the project funding shortfall for brick fence replacement and addressing other matters relative to the City's request to the District for project funding assistance. The motion passed.

District's Landscape Services
Agreements:

Muirfield HOA Request: Director Van Ramshorst moved and Director Sippel seconded a motion to have Brightview perform minimal landscape improvements at the Muirfield entrance at Fairview and Lincoln including pounding in the metal stakes, sawing the stump as low to the ground as possible, and spreading and/or adding cobble as needed for ground cover upon agreement of Muirfield HOA, and directing staff to prepare a letter to Muirfield HOA setting forth details concerning the District's maintenance of the area adjacent to the HOA entrance. The motion passed.

Lone Tree's Landscape Maintenance Request: Director Sippel moved and Director Van Ramshorst seconded a motion directing staff to prepare a letter to the City concerning the District's maintenance of the landscape area in front of the Lone Tree monument at County Line Road and Quebec Street, indicating that the District will further consider its options at such time as the City finalizes an agreement with the adjacent property owner.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned.

Secretary


