

# RECORD OF PROCEEDINGS

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

Held: Monday, March 25, 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:

Jay Carpenter, Councilmember; City of Lone Tree  
Eric Keesen and Mike Crespin; BrightView Landscape Services, Inc.  
Taylor Goertz, IMEG  
Tamara Seaver, Icenogle Seaver Pogue, P.C.  
Chuck Reid, Paige Cipperly and Megan Liesmaki, 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: The Board determined further discussion on the Third Amendment to the BrightView Contract needs to be conducted and requested that the item be moved from the consent agenda to an item immediately following the consent agenda.

Consent Agenda: Director Sippel moved to approve the consent agenda comprising minutes of the February 25, 2019 regular meeting, the March 11, 2019 special meeting, updated March 22, 2019 cash position and

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

Third Amendment to  
Brightview Contract:

The Board reviewed and discussed the Third Amendment to Landscape/Streetscape Maintenance Agreement between the District and BrightView Landscape Services, Inc. This Third Amendment is an extension of their current agreement to December 31, 2019 and also increases compensation paid to Brightview. Ms. Seaver advised that her office had prepared the Third Amendment, and if the board agrees with the extension and increased compensation, the Amendment is approved by Counsel. Director Sippel moved that the board approve the Third Amendment to the Brightview Contract as presented. Director Parry seconded the motion, which upon vote, was unanimously approved.

Financial Items:

None.

Landscape Maintenance:  
March Landscape  
Maintenance Report:

Mr. Crespin reported on the status of work completed between storm and bomb cyclones to perform the median cleaning, cutting back ground cover and ornamental grasses, and applying pre-emergent to mitigate weed growth, noting there are a few more areas to complete. He reported that no trees had been downed by the bomb cyclone, however they need to further investigate upper limbs for damage. He reported on completing the gypsum applications and anticipate the next applications occur in late April or May. The Weather Trak controllers have all been installed and they anticipate activating portions of the system in early April. He is still waiting to hear from MCI on damage to City landscaping. He also reported a car had run into the median and the damage will need to be investigated following snow melt. The GeoLens project is continuing with additional evergreen trees, irrigation controllers and backflow facilities being included. Deciduous trees will be added once bloom occurs in late spring and early summer.

March Work Orders:

Mr. Crespin reviewed with the Board the following work orders for the board's consideration:

- 1) top dress mulch in median on Yosemite, Lincoln, Park Meadows Drive Parkway and Timberline in an amount not-to-exceed \$31,000.00;
- 2) top dress mulch in tree rings in an amount not-to-exceed \$13,500.00; and
- 3) one deep root application of mycorrhizae in spring 2019.

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Thereafter, Director Sippel moved approval of the work orders as presented. The motion was seconded by Director Godden and approved unanimously by the Board.

### Engineering Items:

#### Monthly Engineering Report/Update:

Mr. Goertz reported that on March 13, 2019 IMEG had inspected all the flagstone medians within the District, noting generally the flagstone is in good condition. Director Van Ramshorst asked Mr. Goertz to look at the stacked stone on Yosemite near The Enclave for scheduling tuckpointing. Director Sippel asked about the significance of colors on the street maps, Mr. Goertz responded to both requests.

#### CO811 Transition:

Mr. Goertz reviewed SB 18-167 and the changes for the subsurface utility as well as their impact on the District. He noted that locate calls will grow considerably. He reviewed IMEG's recommendations with the board, including preparation of a sketch plan for entire District facilities; transitioning locate requests from BrightView to CliftonLarsonAllen or IMEG; tracking locate requests and perhaps providing monthly reports to the Board; and associating City of Lone Tree permits with the requests. Director Parry asked about having duplicate data for the manager and Mr. Goertz noted any data generated is the District's. Mr. Reid inquired of Councilmember Carpenter, about the possible City role in facilities mapping. Councilmember Carpenter agreed that open communication will be important.

### Manager's Items:

#### PMMD Vision/Mission:

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

#### City of Lone Tree Proposal:

Councilmember Carpenter then presented to the Board the City of Lone Tree's proposal for landscaping and landscaping maintenance for five existing COLT monuments. He proposed to the Board that the City would own the hardscape brick and stone monuments and facilities. COLT is requesting that PMMD maintain landscaping around and within the existing beds. The irrigation system ownership and all associated water costs for these monuments would remain with the applicable HOA. He also confirmed that all monuments shall be located on city property. Following Councilmember Carpenter's presentation, the Board noted that no members of the Board were opposed to reviewing a City proposal and Director Van Ramshorst advised that the Board would discuss this item in executive session. She

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also said the Board would need something definitive in writing to which they can review and respond, including the initial landscape they are proposing. The Board next discussed City signage.

### Discuss Board Goal 4:

Mr. Reid introduced Paige Cipperly, noting that she had provided additional spreadsheets and analytics for implementing items required to evaluate and assess each new project for continuing maintenance costs and determine which project will benefit the most District taxpayers. He for Board thoughts on broadening Goal 4 to include existing facilities and information related thereto. The Board indicated their support of the financial model effort.

### Directors' Items:

#### Report on Metro District Summit:

Director Van Ramshorst reported on the Metro District summit conducted March 11, 2019. She noted that the summit had strong attendance and many positive comments were discussed by the participants. Director Sippel noted OmniPark Metropolitan District and Rampart Range Metropolitan District reports were very interesting. Director Godden believed it was valued by the participants and worth coordinating further summits.

#### Website Update:

Director Glenn updated the Board on the website status, noting that the logo and vision statements are the remaining items to place on the website. The Board discussed the logo for the site and agreed to place the old logo on the site for the time being. Director Glenn would make some color modifications for the Board's consideration. Director Glenn requested direction on minutes and agendas on the website. The Board determined to place final approved minutes for 2018 on the website.

#### Other:

Director Sippel asked about The Voice subscription and the drop box login issues. Director Glenn noted he would troubleshoot the issue.

### Attorney Items:

#### Executive Session:

Director Sippel 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 Landscape Services and Easement Agreement with Terra Ridge Homeowners Association. Director Van Ramshorst seconded

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the motion, which was unanimously approved by the Board at 6:25 P.M.

Members of the public departed the meeting at this time. Ms. Seaver and Mr. Reid remained for the entire executive session.


The Board returned from executive session to open session at 6:48 P.M.

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

The Board reviewed the proposed Addendum No. 8 to the Master Intergovernmental Agreement with the City of Lone Tree. The Board determined to put this matter on hold, pending further review and following receipt by the District of additional items requested from the City of Lone Tree.

Adjournment:

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

  
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Secretary