

RECORD OF PROCEEDINGS

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

Held: Monday, January 27, 2020 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, President
Martha Sippel, Vice President
Steve Parry, Treasurer
Bryan Glenn, Secretary
Gary Godden, Assistant Secretary/Treasurer

Also present were:

Mike Crespini; BrightView Landscape Services, Inc.
Taylor Goertz; IMEG
Justin Schmitz; City of Lone Tree
Anna Wool; Icenogle Seaver Pogue, P.C.
Matt Urkoski; 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 the Park Meadows Metropolitan District at 5:02 P.M.

Directors Matters/Disclosure Matters:

None.

Approval of/Additions To/Deletions From the Agenda:

The Board approved the agenda as presented.

Public Comments:

None.

Adaptive Signal Update:

Mr. Schmitz gave a presentation to the Board on the City's adaptive traffic signal project along Yosemite Street, reporting that the project is under contract and moving forward. He described how the system will work to alleviate traffic congesting using wireless communications and related technologies. Mr. Schmitz noted that the City expects project installation to begin in the first quarter of 2020 and to be completed in the second quarter, with testing to commence

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thereafter. The City is targeting final completion in advance of the 2020 holiday season. Mr. Schmitz responded to questions, and the Board thanked him for the presentation.

Consent Agenda:

Director Parry moved that the Board approve the consent agenda comprising minutes of the December 16, 2019 regular Board meeting and the current claims and director fees. The motion was seconded by Director Glenn and unanimously approved by the Board.

Financial Items:

Mr. Urkoski discussed the District's December 31, 2019 Unaudited Financial Statements and Updated Cash Position and Property Tax Schedule with the Board. Mr. Urkoski noted that Ms. Harwell was unable to attend the District's meeting and asked if there were questions he could relay questions to her. Hearing none, Director Sippel moved to accept the December 31, 2019 Unaudited Financial Statements and Updated Cash Position and Property Tax Schedule. The motion was seconded by Director Glenn and unanimously approved by the Board.

Landscape Items:

January Landscape Maintenance Report:

Mr. Crespin reviewed the January landscaping report with the Board. Clean-up efforts are underway and will continue until complete. Pruning of the grasses and other perennials in the medians will commence soon.

Deciduous trees throughout the District have been wrapped, and the additional deep root fertilizer application has been completed. Due to the dry weather, Mr. Crespin has been doing occasional contract watering, and he noted that if the dry weather continues, it may be prudent to consider additional watering of the south-facing turf areas, including the areas near Cypress Greens and along the north side of Lincoln Avenue. He expects to begin application of pre-emergent in February.

BrightView will look into the wiring issue around Heritage Estates where the battery-operated valves were added to allow for watering through the remainder of the season. Mr. Crespin hopes to have the issue resolved by the February Board meeting.

Site policing of trash, debris and doggie stations is being completed weekly. The Board thanked Mr. Crespin for his report.

Engineering Items:

Monthly Engineering Report and Status Update regarding

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Bid Package for Re-tuck
Program:

Mr. Goertz discussed the 2020 re-tuck program with the Board, noting that the bid packet preparation process is in process with a project budget of \$300,000. Mr. Goertz recommended re-tucking the medians at Yosemite Street and portions of Park Meadows Drive rather than Lincoln Avenue. The Board was supportive of this change. Mr. Goertz anticipates that the bid process will conclude in time to recommend a contractor for the project at the March meeting.

Manager Items:

Approval of PMMD/
TRHOA/COLT Agreement
Update:

Mr. Urkoski advised the Board that he had not heard from Terra Ridge Homeowners Association following his request for a status update concerning the HOA's approval of the Cost Share and License Agreement. Director Sippel recommended that in the future when District agreements are presented to other signatories, the District give a deadline for sign-off. Director Van Ramshorst moved that a letter be sent to Terra Ridge HOA's legal counsel and the City stating that if the HOA has not signed off on the Cost Share and License Agreement by Friday, February 7, 2020, the District's approval of the agreement will be withdrawn. The motion was seconded by Director Sippel and, following discussion, approved unanimously by the Board. Ms. Wool agreed to send an email to Terra Ridge's legal counsel and Mr. Hoffman.

Directors Items:

Director Sippel recommended that the District's Landscape Maintenance Services Agreements with the area HOAs be updated with a goal of updating all agreements by year end. Director Sippel advised that reference to District maintenance of annual flower beds be removed. Director Glenn noted that the maps attached to the current agreements are difficult to read and contain inaccuracies. Director Van Ramshorst remarked that the revised agreements should provide for the District and the relevant HOA to share maintenance costs for the irrigation systems and related utilities at a certain cost point and that the HOA pay for electrical service and irrigation water. Directors Van Ramshorst and Sippel volunteered to work with Mr. Crespin, Mr. Urkoski, Ms. Seaver and Ms. Wool on this project. Mr. Urkoski will schedule a project kick-off call to discuss the goals and specifics for the HOA Landscape Maintenance Services Agreement update.

Attorney Items:

Ms. Wool reviewed the 2020 Election Services Agreement with the Board. Director Sippel moved to approve the Agreement, which was seconded by Director Glenn and unanimously approved by the Board.

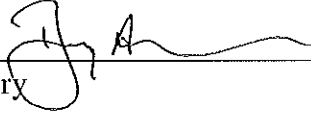
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Other Items:

None.

Adjournment:

There being no further business to come before the Board, the meeting was adjourned at 6:05 P.M.


Secretary