

RECORD OF PROCEEDINGS

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

Held: Monday, August 27, 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:

Fred Hammer, resident (arrived as noted)
Whitney Miller, Park Meadows Mall BID
Jay Carpenter and Seth Hoffman; City of Lone Tree
Mike Crespin and Eric Keesen; Brightview Landscape Services, Inc.
Taylor Goertz, IMEG
Tamara Seaver, Icenogle Seaver Pogue, P.C.
Bob Blodgett and Anna Jones, 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 5:03 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 Parry moved to approve the consent agenda comprising minutes of the July 23, 2018 regular meeting. The motion was seconded by Director Godden and unanimously approved by the Board.

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Landscape Maintenance:

August Landscape Maintenance Report:

Mr. Crespin reported on mowing schedule pending fall modified schedule. He noted a few irrigation issues for the past month which may have resulted in dry turf and noted he would expand on that in a bit. Mr. Crespin then noted that Aphid and Mite sprays were completed July 23rd, and ISP Beetle application will be done in August., perennials and shrubs pruning continues and once they lose leaves they will perform a fall pruning. He noted PMMD has no Japanese Beetles as yet, but they are on Park Meadows Drive. He then reported on dead tree removal and pest control efforts. Mr. Crespin reported regarding three irrigation main line breaks within the last month, one of which was significant and involved digging up a hole on the Lone Tree Golf Course to pull old pipe and feed new pipe. He then described a few lateral breaks on the north side of Lincoln, trouble with an ET Controller Clock and the need to manually override the same. They will have a Weather Trak proposal for consideration prior to budgeting in 2019 and the Board can make determinations on timing of upgrades. Mr. Crespin noted that all District main lines within the north and south side of Lincoln are slated for the fiber upgrade project underway in the City. If breaks happen, photos will be taken, and issues reported such that MCI or its subcontractor can pay for breaks, Mr. Hoffman will check on the City's contractor in the event of a break. He then noted the completion of the Yosemite Median Project and all plant material was to be installed by August 24, 2018, with rock and mulch installation the week of August 27th. Finally, Mr. Crespin noted that he met with representatives of GeoLens and there will be a proposed work order for BrightView's time in helping to locate trees and shrubs.

August Work Orders:

Mr. Crespin reviewed with the Board a proposed work order for entering landscape information into GeoLens, including all trees (species, condition, caliper and photograph), irrigation clocks and backflows. The work order is for an additional 100 hours at \$65 per hour will also include pictures of the landscaped medians with plant material noted and pictures of stone conditions, the price will not exceed the sum of \$6,500. Director Van Ramshorst asked whether budget was left for this effort and Mr. Blodgett noted there was funding in the budget. The Board inquired as to what was included in the price and Mr. Crespin clarified. Director Sippel made a motion to approve the work order as presented, upon second by Director Glenn, the board unanimously approved the work order.

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- 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 the numbers appeared to reflect the severe drought conditions. Director Van Ramshorst inquired about the Cypress Greens HOA information. Mr. Blodgett noted he was not certain if they provided permission to Denver Water, but that he would follow up.
- Streetscape Maintenance Services Agreements Scope: Director Sippel noted the need to update the Streetscape Maintenance Agreements. She noted they would start with First Baptist Church and Chuck-E-Cheese to get them into more functional shape, then move forward with remainder of the agreements. Mr. Crespin reported on the history of some of the issues. Drip is running to the Trees but was abandoned at some point. This is a major improvement not within the District's obligations under the existing agreement with Cornerstone Baptist Church. Mr. Blodgett provided some history regarding the exhibits. Ms. Seaver noted some of the issues with the drafting.
- City of Lone Tree Work and Notice to District: Mr. Blodgett reported on MCI fiber upgrade work for the City throughout the District and the failure to notify the District in advance. Mr. Blodgett noted he and Mr. Hoffman had spoken about a more formal process for notification. Mr. Hoffman noted the City will improve the City's process for notification beyond location of facilities as they realize this is an issue. He then noted, with regard to restoration, that contractors should fix what they damage. He also explained that, through franchise agreements the City must allow them to access lines.
- City of Lone Tree Forestry Draft Plan: Director Sippel's memo to City staff was discussed, specifically as to potentially missing material from the draft plan and the lack of mapping of areas inventoried and surveyed. Mr. Hoffman explained the headings were references to the City Code and Director Sippel suggested a reference to the code. Director Van Ramshorst noted other areas she viewed as incomplete.
- Public Comment: Director Van Ramshorst opened public comment late as Mr. Hammer arrived at the meeting late and wished to address the Board. He inquired how the integrated signals would benefit the average District citizen and hoped they reviewed the matter carefully. He then asked about the inclusion of the brick walls in the 2019 budget.

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2018 – 2022 Capital
Improvements Plan:

Mr. Blodgett noted that the adaptive signals project would be added to the approved project list only after the IGA with the City is approved by the Board. Mr. Blodgett then clarified that the Brick Fences are noted in the “Unapproved Potential Future Projects” and they are not yet approved in any way by the Board of Directors. Finally, Mr. Blodgett noted that the City’s 5-Year list of capital improvement recommendations should probably be removed from future board packets to avoid confusion. The Board concurred with removal of the City’s recommendations from the packets and just including it in drop-box.

Park Meadows Mall BID
Project Schedule for 2018:

Ms. Miller noted she had nothing new to report beyond a few change order items possibly impacting plant materials, with some new trees and the contemplation of a full cobble boarder up County Line Road. She noted the retailers are pleased and the Board would be invited for a tour.

Status of 2018 Projects:
New Landscaped Medan in
Yosemite:

Mr. Goertz reported on punch list items which are being addressed with the contractor; most notably the paver area being too rough and that stones are a rough-cut stone so not every stone is the same width, so uniformity approaches are being discussed. He then noted that the contractor presented a pay request with some quantity changes. Mr. Goertz will review and present a change order in the approximate sum of \$3,000 at the September board meeting.

County Line Road
Improvements:

Mr. Hoffman noted the County Line Road Improvements are substantially complete. He advised that the City is unable to open the 3rd lane on Park Meadows Center Drive due to back-ordered signage. He expressed that this is a tough change in driver behavior but that will likely resolve with the signage and driver familiarity.

Intelligent Traffic Signals:

Mr. Hoffman responded to the need for the project and that it was a partnership with the City of Centennial and the City of Greenwood Village to improve timing of signals to improve traffic flow. It will help with progression and driver safety. Mr. Hammer remained skeptical and Councilmember Carpenter noted that this is a pilot project but has supporting data on the use of synchronization to improve flow and safety. Director Van Ramshorst noted that the Board had shared some of Mr. Hammer’s skepticism, but the City provided detailed information and asked for a lower District contribution. Ms. Miller and Director Godden noted the real daily traffic issues on

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Yosemite.

County Line/Chester Signal
and Car Toys/Mall Ring
Road:

Mr. Hoffman then reported on the status of the County Line/Chester signal and the Car Toys/Mall Ring Road intersection improvements.

Tuckpoint Median Repair
Work:

Mr. Goertz reported that the Contractor is finishing up on Lone Tree Parkway with the exception of a few small items and they will next move to the Park Meadows Drive. Director Glenn noted that the work looks good. Director Van Ramshorst noted that it was reported that several complaints were received by the City regarding Club Terrace and Lone Tree Parkway. As a result several board members traveled to and viewed the sightline, none believe it is blocked and they believe it meets the City Code sightline definition. Director Van Ramshorst suggested speeders may be the real issue and Mr. Hoffman agreed to look into the issue.

Flagstone Median Inspection
Agreement with IMEG:

Mr. Goertz asked the Board regarding periodic inspection for stone work issues and inquired of the Board as to the desired frequency of inspections and in turn, the desired interval for fixing issues. He recommended the Board consider once weekly inspections from April – October with a contractor under contract to do that work. Director Van Ramshorst noted the Board would visit and get back to Mr. Goertz.

Financial Items:

Cash Position:

Mr. Blodgett review the cash position report and upcoming transfers from the General Fund to the Capital Fund. He then reported on tax collections at 99.3% as of the end of July. Director Sippel made a motion to accept the cash position report, Director Glenn seconded the motion and upon vote unanimously carried.

Approval of July Claims and
Director's Fees

Mr. Blodgett presented the July claims of \$781,942.18, plus Directors Fees. Director Glenn asked Mr. Crespin about timing of clock approval and Mr. Crespin reported that they can manually override the clock. Director Van Ramshorst asked as to cost, and Mr. Crespin reported that it would likely be around \$5,000 - \$6,000, but the cost could be rolled into 2019 if desired. Following discussion, Director Glenn moved that the Board replace the malfunctioning ET clock with a WeatherTrak clock for a not-to-exceed amount of \$6,000. The motion was seconded by Director Sippel and approved unanimously by the Board. Thereafter, Director Glenn moved approval of the claims as

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presented. The motion was seconded by Director Parry and approved unanimously by the Board. The Board asked Mr. Blodgett to put the 2018 election cost report in dropbox.

Manager's Items:

2019 Budget Process:

Mr. Blodgett reported on the schedule for the annual budget process, as it applies to the 2019 Budget. Director Sippel suggested that the budget workshop be set soon given that schedules are difficult. Director Van Ramshorst expressed a desire that the whole Board participate and asked for Board availability in September. Thursday, September 20th was agreed as the preferred date for a meeting at 3:00 p.m. or, depending on Ms. Harwell's schedule, and suggested a back-up date of September 27th at 2:30 or 3:00 p.m., with venue to be determined by Ms. Harwell.

Website Update:

Director Glenn noted he received two bids, one is a fixed bid (The Black Sheep Ltd.) and one is hourly (The Creative Group). Directors Glenn and Sippel recommended approval of the Creative Group as the most cost effective bid. Following discussion, Director Van Ramshorst moved approval of the bid from The Creative Group as presented by Director Glenn. Director Parry seconded the motion which was approved unanimously by the Board. Ms. Seaver was asked to provide a work order form of contract to Director Glenn. Director Glenn asked that The Black Sheep Ltd. be paid for the hour they incurred researching Wix templates, the Board concurred and directed Mr. Blodgett to pay the invoice when received.

GeoLens:

Mr. Crespin reported he and Director Sippel will meet with GeoLens and fine tune the system, including boundary line refinement. Director Van Ramshorst asked that the costs of the mapping be included in the 2019 budget.

Other:

Mr. Blodgett reported on the insurance claim that the driver paid in full and the District will receive a return on its deductible.

Attorney Items:

Addendum No. 7 to Public Improvements Agreement:

Ms. Seaver reviewed with the Board of Directors Addendum No. 7 to the District's Master IGA with the City of Lone Tree regarding the Intelligent Traffic Signal System. Upon motion by Director Sippel, second by Director Godden, and upon unanimous vote, the Addendum was approved as presented.

Directors' Items:

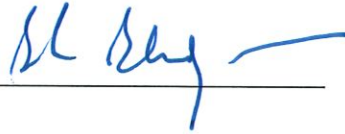
None.

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Adjournment:

There being no further business to come before the Board, upon motion by Director Sippel, second by Director Van Ramshorst and upon vote, the meeting was adjourned at 6:50 P.M.

Secretary

A handwritten signature in blue ink, appearing to read "SL Sippel", is written over a horizontal line.