

RECORD OF PROCEEDINGS

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

Held: Monday, November 23, 2020 at 5:00 P.M. All participation in this meeting, including public participation, was by telephonic and/or electronic means to preserve the health, safety, and welfare of the public in light of the imminent threat caused by the COVID-19 pandemic.

Microsoft Team meeting:

https://teams.microsoft.com/l/meetupjoin/19%3ameeting_ZTgyMjA0M2UtMTUyOS00ZTFILWJkMjAtNGFhZjk2MGFIODg1%40thread.v2/0?context=%7b%22id%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22oid%22%3a%22c398d374-fbf6-4a76-ab6b-94589dfe5aba%22%7d

or Via Phone: 1-720-547-5281; Conference ID: 970 694 691#.

Attendance:

A special meeting of the Board of Directors of the Park Meadows Metropolitan District was scheduled in compliance with the laws of the State of Colorado. All participation in this meeting was telephonic to preserve the Health, Safety, and Welfare of the public in light of the imminent threat caused by the COVID-19 Pandemic.

The following Directors were in attendance:

Martha Sippel, President
Bryan Glenn, Vice President
Steve Parry, Treasurer
Gary Godden, Secretary
Greg Jewell, Assistant Secretary

Also present were:

Tamara K. Seaver; Icenogle Seaver Pogue, P.C.
Matt Urkoski & Gigi Pangindian; CliftonLarsonAllen LLP
Mike Crespin; BrightView Landscape Services, Inc.
Taylor Goertz; IMEG
Jay Carpenter; Councilmember, City of Lone Tree
Justin Schmitz & Kristen Baumgartner; City of Lone Tree

Call to Order/Declaration of
Quorum:

Director Sippel noting the presence of a quorum, called to order the special meeting of the Board of Directors of the Park Meadows Metropolitan District at 5:04 P.M.

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Directors Matters/Disclosure Matters: None.

Approval of/Additions To/Deletions from the Agenda: Mr. Urkoski requested to add a Chancery Construction median repair to the Manager's Items. Director Sippel moved to add the matter and the motion was seconded by Director Godden and approved unanimously by the Board.

Public Comments: None.

At this point, at 5:06 p.m., Director Parry joined the meeting via telephone and noted he was having technical difficulties.

Consent Agenda: Director Sippel moved that the Board approve the consent agenda comprising minutes of the October 26, 2020 special meeting, cash position updated November 20, 2020, current claims and director fees, agreement with Haynie & Company for 2020 audit and the 2021 insurance policy. The motion was seconded by Director Glenn and unanimously approved by the Board.

Financial Items -

Public Hearing on 2020 Budget Amendment: Director Sippel opened the public hearing on the 2020 Budget Amendment. Thereafter, Ms. Pangindian reviewed the 2020 budget amendment with the Board of Directors. Director Sippel, recognizing no members of the public were present wishing to provide comments on the budget, closed the public hearing.

Resolution to Adopt 2020 Budget Amendment: The Board reviewed the Resolution to Adopt the 2020 Budget Amendment. Following discussion, upon motion made by Director Glenn second by Director Jewell and upon vote unanimously carried, the Board approved Resolution approving the 2020 budget amendment.

Public Hearing on 2021 Budget: Director Sippel opened the public hearing on the 2021 Budget. Ms. Pangindian reviewed the proposed 2021 budget with the Board-directed changes, including the brick wall study, multi-modal bridge and Lincoln Avenue contribution. Director Sippel recognizing no members of the public were present wishing to provide comments on the budget, closed the public hearing.

Resolution to Adopt 2021 Budget: The Board reviewed Resolution to Adopt the 2021 Budget, Appropriate Funds and Certify Mill Levies. Following discussion, upon motion made by Director Sippel second by Director Godden and upon vote unanimously carried, the Board approved Resolution approving the 2021 budget, approving

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	appropriation of funds to the approved budget and certifying the mill levy.
Other:	None.
Landscape Items - Monthly Landscape Maintenance Report:	Mr. Crespin addressed the Board of Directors and presented the Monthly Landscaping Report to the Board. He noted that fall cleanup has commenced and will continue over the next several weeks. Mr. Crespin also noted perennial pruning continues and reported that the 4 th annual fertilizer application was applied in late October. Mr. Crespin then reported that tree wrapping for small caliper smooth bark deciduous trees will begin shortly as well as winter watering, as needed. He then informed the Board that the irrigation system was winterized. Mr. Crespin also reported that the City indicated it was notified of a cracked meter pit cover on the south side of Ptarmigan Trail at the intersection with Crosby Drive. He noted this crack was very unusual given that it is cast iron and that a temporary cap was now in place pending replacement with a permanent cap.
Work Orders:	None.
Other:	None.
Engineering Items - Monthly Engineering Report/Update:	Mr. Goertz noted there was no monthly inspection on the flagstone pavers. He reported on the 811 conversion agreement.
Brick Wall Study RFP:	Mr. Goertz provided an update on the brick wall study scope to the Board, noting his coordination with Mr. Schmitz and anticipation of bringing back the final RFP for release in December. Ms. Seaver noted the timing issues and the Board concurred and expressed their desire to release the RFP in early December. The Board discussed the matter and Director Glenn moved to release the RFP following consultation regarding the final RFP language with a Board subcommittee comprised of Directors Sippel and Godden. The motion was seconded by Director Jewell and approved unanimously by the Board.
Other:	None.
Manager's Items - GIS Files Provided by Geolens:	Mr. Urkoski provided an update on the GIS files provided by Geolens to the Board noting they would be capable of being

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	imported into a new vendor's software. Mr. Goertz amplified Mr. Urkoski's comments noting some photos were unlinked to assets. Director Jewell inquired as to the scope of the RFP.
Park Meadows Drive Median Insurance Claim:	Mr. Urkoski provided an update on the Park Meadows Drive median insurance claim to the Board, noting the claim was provisionally approved and being processed with subrogation being pursued against the insurance company of the parties at fault. Messrs. Goertz and Urkoski presented a proposal from Chancery Construction for repair of the damage in the amount of \$5,500. Following Board discussion, Director Jewell moved approval of the proposal as presented. The motion was seconded by Director Sippel and approved unanimously by the Board.
Other:	None.
Director's Items - Other:	None.
Attorney Items - Resolution 2020-11-03 Regarding 2021 Annual Administrative Matters:	Ms. Seaver reviewed with the Board the 2021 Annual Resolution. Director Sippel asked for input on officers and all Board members agreed to retain the current slate of officers for 2021. Following Board discussion Director Jewell moved approval of the resolution. The motion was seconded by Director Glenn and approved unanimously by the Board.
Intergovernmental Agreement with City of Lone Tree:	Ms. Seaver reviewed with the Board the Intergovernmental Agreement with the City of Lone Tree. Following Board discussion Director Glenn moved to approve the IGA, subject to final approval of Mr. Urkoski and Ms. Seaver. The motion was seconded by Director Sippel and approved unanimously by the Board.
Brick Wall Consultant Engagement Letters:	Mr. Urkoski addressed the Board and noted the proposals solicited at the Board's direction from bond counsel and an investment banking firm for an effort to perhaps issue debt to fund the brick wall refurbishment. Mr. Urkoski noted the proposal from Stifel for investment banking and reviewed with the Board the Brick Wall Consultant Engagement Letters. Following Board discussion Director Sippel moved that the Board of Directors approve the engagement letter with Kutak Rock. The motion was seconded by Director Glenn and approved unanimously by the Board. Thereafter, Director Glenn moved for approval of engagement of Stifel, subject to approval of final terms and conditions of the engagement by Ms. Seaver.

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The motion was seconded by Director Parry and approved unanimously by the Board.

Other:

Director Jewell confirmed the December meeting date as December 21, 2020.

Ms. Baumgardner addressed the board and expressed the City's sincere appreciation for the District's partnership.

Other Items:

None.

Adjournment:

There being no further business to come before the Board, Director Sippel moved that the board adjourn. The motion was seconded by Director Godden and approved unanimously at 6:01 P.M.



Secretary