

## 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, February 27, 2023, at 5:00 P.M., at City of Lone Tree Civic Center, Community Room A, 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.

The following Directors were in attendance:

Martha Sippel, President  
Gary Godden, Vice President  
Steve Parry, Treasurer  
Greg Jewell, Secretary  
Michelle Murphy, Assistant Secretary

Also present were:

Tamara K. Seaver; Icenogle Seaver Pogue, P.C.  
Matt Urkoski, Shauna D'Amato, Carrie Beacom, and Gigi Pangindian; CliftonLarsonAllen LLP ("CLA")  
Mike Crespino; BrightView Landscape Services, Inc.  
Taylor Goertz; IMEG  
Justin Schmitz; City of Lone Tree  
Mike Anderson; Councilmember, City of Lone Tree

Call to Order/Declaration of Quorum: Director Sippel, noting the presence of a quorum, called to order the regular meeting of the Board of Directors of the Park Meadows Metropolitan District at 5:00 P.M.

Directors Matters/Disclosure Matters: Ms. Seaver advised the Board of Directors that pursuant to Colorado law, certain disclosures may be required prior to taking official action at the meeting. The Board of Directors reviewed the agenda for the meeting, following which each director confirmed the contents of written disclosures previously made, if any, stating the fact and summary nature of any matters, as required by Colorado law, to permit official action to be taken at the meeting. Additionally, the Board of Directors determined that the participation of the members present was necessary to obtain a quorum or otherwise enable the Board to act.

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Director Murphy disclosed her interest in personal property within the boundaries of the District and her membership on the Board of the Heritage Estates HOA. This disclosure is associated with approval of items on the agenda that may affect her interests.

Ms. Seaver advised that written disclosures of these interests were filed with the Secretary of State at least seventy-two hours prior to the meeting.

Approval of/Additions  
To/Deletions from the Agenda: No changes. The Board excused Director Murphy from the meeting.

Public Comments: None.

Consent Agenda: Director Parry moved that the Board approve the consent agenda comprising minutes of the January 23, 2023 regular meeting, cash position updated January 2023, prior and current claims, and director fees. The motion was seconded by Director Sippel and unanimously approved by the Board.

Financial Items -  
December 31, 2022  
Unaudited Financial  
Statements: Ms. Beacom reviewed with the Board the December 31, 2022 unaudited financial statements. Following review, upon motion by Director Jewell, second by Director Sippel and unanimous vote, the Board accepted the December 31, 2022 unaudited financial statements, as presented. Director Jewell inquired as to interest rates and Ms. Beacom responded.

Other: None.

Landscape Items -  
Monthly Landscape  
Maintenance Report: Mr. Crespin presented the Monthly Landscaping Report to the Board noting Spring clean-ups would commence once weather allows, including cutting grasses and Russian Sage back. He noted turf and bed fertilizer and pre-emergent applications would also be upcoming. He noted his desire to activate the irrigation system in mid-March and that the pressure reducing valve is scheduled to be delivered by March 10<sup>th</sup>. He reported on two irrigation proposals to address three meters showing some level of leakage per the last bill. He also reported on the broken meter dome. He noted that the Yosemite and C-470 bridge project is continuing, and he would continue to monitor progress to be ready to repair the landscaping and irrigation when appropriate. Director Sippel inquired about the Park Meadows BID bills, and

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- Mr. Urkoski responded that the multiple bills resulted from him holding a bill pending the latest extension of the agreement.
- Completed Work Orders: None.
- New Work Orders: Following Mr. Crespin’s report, Director Parry moved approval of the proposed work order for the following:
1. Brightview Proposal to replace Stop-N-Waste in the amount of \$3,303.44.
  2. BrightView proposal to replace Meter Dome in the amount of \$1,017.56.
- The motion was seconded by Director Godden and unanimously approved by the Board.
- Seventh Amendment to BrightView Contract: Mr. Crespin presented to and reviewed with the Board the Seventh Amendment to the BrightView contract. Following review, upon motion by Director Jewell, second by Director Sippel, and unanimous vote, the Board approved the Seventh Amendment to the BrightView contract, as presented.
- Other: None.
- Engineering Items - Southgate Water Line(s) Replacement Update: Mr. Goertz provided an update to the Board on the Southgate Water Line(s) replacement, noting mobilization has occurred and pipe has been delivered.
- Median Retuck: Mr. Goertz provided an update to the Board on the median retuck project, noting he is ready to go out to bid for the 2023 median reconstruction with four separate schedules for medians 12 and 13. He reported that he would bring bids back to the March Board meeting.
- GIS Project: Mr. Goertz provided an update to the Board on the GIS Project, noting Task Order No. 1 on the agenda for Board approval. Mr. Urkoski reported that Director Sippel was involved, along with him, in the development of the scope with Mr. Goertz’s firm. Discussion among the Board of Directors ensued regarding the same.
- IMEG Task Order No. 1: GIS Update and Implementation: Mr. Goertz presented to and reviewed with the Board the IMEG Task Order No. 1: GIS Update and Implementation in the amount of \$6,860.00. Following review, upon motion by Director Sippel,

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second by Director Jewell, and unanimous vote, the Board of Directors approved IMEG Task Order No. 1: GIS Update and Implementation in the amount of \$6,860.00.

Other: Mr. Schmitz reported on a high-speed chase in the City, ending into the Yosemite median and that he could provide the police report in the event of any damage.

Manager's Items -  
Other: None.

Director's Items -  
Lone Tree State of the City: Director Sippel noted that the Lone Tree State of the City is upcoming on February 28, 2023.

District bylaws: The Board discussed updating District bylaws. Director Parry moved that the Board deem the bylaws to be of no further force or effect. Upon second by Director Sippel and unanimous vote, the Board of Directors deemed the Bylaws to be of no further force or effect.

Other: None.

Attorney Items -  
Ballot Certification Resolution: Ms. Seaver reviewed with the Board the Ballot Certification Resolution. Following Board discussion, Director Sippel moved approval of the resolution. The motion was seconded by Director Jewell and approved unanimously by the Board.

Other: None.

Other Matters: None.

Adjournment: There being no further business to come before the Board, Director Sippel adjourned the meeting at 5:47 P.M.

DocuSigned by:



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Secretary