

RECORD OF PROCEEDINGS

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

Held: Monday, June 24, 2024, 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
Greg Jewell, Treasurer
Michelle Murphy, Secretary
Kim Johnson, Assistant Secretary

Also present were:

Tamara K. Seaver; Icenogle Seaver Pogue, P.C.
Matt Urkoski and Shauna D'Amato; CliftonLarsonAllen LLP ("CLA")
Mike Crespini; BrightView Landscape Services, Inc.
Taylor Goertz; IMEG
Justin Schmitz; City of Lone Tree
Jay Carpenter; 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 approximately 5:03 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.

Director Murphy disclosed her interest in personal property

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- 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: Mr. Urkoski requested to add an item under Managers Items for payment to the City of Lone Tree. Upon motion of Director Jewell, second of Director Sippel, and unanimous vote, the Board approved amending the agenda.
- Public Comments: Mr. Schmitz addressed the Board and reported on the C-470 Trail Connector Project and thanked the Board for their contribution, noting some enhancements were possible.
- Consent Agenda: Director Godden moved that the Board approve the consent agenda comprising minutes of the May 29, 2024 special meeting, cash position updated June 2024, prior and current claims and director fees. The motion was seconded by Director Murphy and unanimously approved by the Board.
- Financial Matters: None.
- Landscape Matters -
Monthly Landscape
Maintenance Report: Mr. Crespin presented the Monthly Landscaping Report to the Board, noting weekly mowing continued, spot spraying for weeds, and various other items. He also reported on a proposal for the C-470/Yosemite Project (north and south west quadrants).
- New Work Orders: Mr. Crespin then reviewed in detail the following work order(s) for Board consideration and the Board discussed various aspects of the same. Director Sippel inquired about why CDOT is not taking the lead on this. Mr. Urkoski noted CDOT will seed with native plant materials but will not provide enhanced landscaping. Following discussion, Director Jewell moved that the Board approve the following work orders:
1. Lincoln and Arrowhead Tree Pruning 2024 in the amount of \$34,060;
 2. Revive 2024 Application in the amount of \$3,525;
 3. C470 – Yosemite Landscape Projects in the amount of

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\$41,404.

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

Mr. Crespin noted a change in Brightview billing processes, and he reported that anything over the \$1,000 needs to be approved by the client for audit purposes. Mr. Urkoski reported that he and Mr. Crespin discussed Brightview's changing their current authority for routine repairs from \$3,000 to \$5,000 and then adding a delegation of Authority to the Board President for approvals in the range of \$5,000 - \$9,000. Director Murphy moved and Director Johnson seconded the change in business process. Ms. Seaver was directed to bring back a short contract amendment reflecting the change.

The Vista Irrigation Repairs:

Mr. Crespin and Ms. Sippel reported to the Board on the Vista HOA area wherein the District waters plantings were installed by Vista near their 2 monument signs. He also reviewed with the Board status of Vista irrigation repairs. Discussion ensued among the Board regarding the same. Mr. Urkoski was directed to inquire about the agreement for the area.

Completed Work Orders:

None.

Engineering Matters -
Southgate Water Line(s)
Replacement Update:

Mr. Goertz provided an update to the Board on the Southgate Water Line(s) replacement, noting the contractor addressed roadway concerns but the mismatched mortar is still an issue.

2024 Median Retuck
Project:

Mr. Goertz provided an update to the Board on the medians, noting there are some interested and available contractors.

Manager's Matters -
Brick Wall Project:

Mr. Schmitz provided an update to the Board on the coordination of the Brick Wall Project reviewing the presentation recently given to City Counsel. He reviewed the history related to the Brick walls. Then Mr. Schmitz reported on the litigation with the wall brick manufacturer over poor quality and subsequent more recent brick wall studies and issued noted during the same. He reported on the recommendations from the last study to engage in replacement. He reported that the City received one bid for the project from Atkinson Nolan and Associates. The scope includes providing an alternatives analysis (3-4 alternatives) inclusive of associated capital and long term repair and replacement costs as well as public meetings and outreach.

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Mr. Schmitz noted that the bid was for \$74,780. He reported that following this phase, the City would like to move to a second phase of the project immediately thereafter which would comprise conceptual design. In funding both phases, he reported that the City is seeking \$75,000 from the District to fund half of this phase and the next phase comprising conceptual design including surveying.

Following Board discussion, Director Sippel moved that the Board approve payment to the City of Lone Tree for both phases with half to be allocated to each phase, in the sum of \$75,000. The motion was seconded by Godden and approved unanimously by the Board.

Directors' Matters:

Ms. Sippel reported on the Special District Association Conference on September 10-12. Mr. Urkoski noted he would have Natalie reach out to get interested Board members registered.

Attorney Matters:

Ms. Seaver reported to the Board regarding SB24-005 regarding nonfunctional turf prohibitions. The Board discussed the same.

Other Matters:

None.

Adjournment:

There being no further business to come before the Board, Director Jewell moved to adjourn the meeting, which motion was seconded by Director Sippel and approved unanimously at 6:18 P.M.

DocuSigned by:

Michelle Murphy

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Secretary

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