

## RECORD OF PROCEEDINGS

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

Held: Monday, January 25, 2021 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\\_MmJjMzAyMWMtMjE0Mi00NmY3LWExNWMtYTA0ZWlZOWFmYjll%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225b9f6fa2-e9dd-42cc-bfd8-f7dd2ed196a6%22%7d](https://teams.microsoft.com/l/meetupjoin/19%3ameeting_MmJjMzAyMWMtMjE0Mi00NmY3LWExNWMtYTA0ZWlZOWFmYjll%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225b9f6fa2-e9dd-42cc-bfd8-f7dd2ed196a6%22%7d)

or Via Phone: 1-720-547-5281 Conference ID: 751 224 112#.

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.

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; CliftonLarsonAllen LLP  
Gigi Pangindian; CliftonLarsonAllen LLP  
Mike Crespino; BrightView Landscape Services, Inc.  
Taylor Goertz; IMEG  
Seth Hoffman; City of Lone Tree  
Jay Carpenter; Councilmember, City of Lone Tree  
Justin Schmitz, Director of Public Works and Mobility, 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 5:02 P.M.

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Directors Matters/Disclosure  
Matters:

None.

Approval of/Additions

To/Deletions from the Agenda: Director Sippel noted there were no changes to the agenda.

Public Comments:

None.

Consent Agenda:

Director Sippel moved that the Board approve the consent agenda comprising minutes of the December 21, 2020 special meeting, cash position updated January 22, 2021 and current claims and director fees. The motion was seconded by Director Parry and unanimously approved by the Board.

Financial Items -

December 31, 2020  
Unaudited Financial  
Statements:

Ms. Pangindian reviewed the December 31, 2020 unaudited financial statements with the Board. Director Parry moved to accept the December 31, 2020 unaudited financial statements. The motion was seconded by Director Jewell and unanimously accepted by the Board.

Other:

None.

Landscape Items -

Monthly Landscape  
Maintenance Report:

Mr. Crespin addressed the Board of Directors and presented the monthly landscaping report to the Board. Mr. Crespin reported on various maintenance items and clean-ups as well as the winter watering program which was especially important given the very dry conditions. He noted a proposal was included for a soil flush. He reported that pre-emergent weed control applications for bed areas will begin in later February and early March.

Approve Work Orders:

Mr. Crespin reviewed a proposed work order for soil flush water for turf areas, with a total not-to-exceed amount of \$2,880.00.

Following Mr. Crespin's review and Board discussion, Director Glenn moved that the Board of Directors approve the work order, as presented. The motion was seconded by Director Sippel and approved unanimously by the Board.

Other:

None.

Engineering Items -

Monthly Engineering  
Report/Update:

Mr. Goertz reviewed the monthly engineering report with the Board, noting Chancery would commence repairs on the

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damaged median in the very near term.

Approval of Proposal for  
Brick Wall Study:

Mr. Goertz reviewed his memorandum and recommendations for contract award for the brick wall study. He noted two proposals were received, both meeting the RFP criteria as verified by Ms. Seaver's office. He then reviewed the revised criteria used by the review committee and compared and contrasted the proposals and reported his recommendation which was shared by all on the review committee that contract be awarded to Atkinson-Nolan's & Associates, Inc. Director Parry asked about the large disparity in bid price from only two bids. Mr. Goertz addressed the question by stating that there were only two bids after fully complying with noticing the RFPs to the industry as per BidNet. Mr. Parry challenged Mr. Goertz as to why there was not an attempt to solicit rebids given that only one bid appeared to meet minimal criteria. Mr. Goertz indicated that he did not expect additional rebidding would yield additional or different bids and that 23 contractors did retrieve the bid package. Mr. Urkoski further noted the urgency in this work in terms of timing. Mr. Goertz noted that Atkinson already studied these walls and is currently quite competently performing a nearly identical study for the City of Greenwood Village. The Board then discussed the proposals and there was not a Board consensus to rebid.

Following Mr. Goertz's review and Board discussion, Director Sippel moved that the Board of Directors approve the proposal for the brick wall study, as presented. The motion was seconded by Director Glenn and approved unanimously by the Board to approve the Contract with Atkinson-Noland & Associates, Inc. in the amount of \$165,000.00 for the Brick Screen Wall Condition Assessment and Summary Report and authorize execution of the Contract documents.

Other:

None.

Manager's Items -

Approval of Strategic  
Communications Consultant  
Proposals:

Mr. Urkoski reviewed several strategic communications consultant proposals with the Board from Ben Kelly and Turn Corps. He compared and contrasted the proposals and noted the experience of Turn Corps with the District's underwriters. Director Sippel noted she had visited with the Mayor and that it would be important to work with the City's communications consultants so messaging would be clear. Mr. Hoffman then reported on the City's process and selections for their communications consultant and pollster consultant.

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Director's Items -

Other: None.

Attorney Items -

Executive Session:

Director Sippel moved that the Board convene in Executive session, pursuant to C.R.S., Section 24-6-402(4)(b) and Section 24-6-402(4)(e) for the purposes of receiving legal advice on specific legal questions and determining positions relative to matters that may be subject to negotiations regarding Terra Ridge Homeowners Association and agreements related thereto. Director Glenn seconded the motion, which was unanimously approved by the Board at 6:11 P.M.

Ms. Seaver, Mr. Urkoski and Mr. Crespin remained for the entire executive session.

Upon motion by Director Glenn and second by Director Jewell the Board moved out of executive session and back into public session at 6:34 P.M.

Other Items:

None.

Adjournment:

There being no further business to come before the Board, Director Sippel adjourned the meeting at 6:34 P.M.

DocuSigned by:  
  
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Secretary