

RECORD OF PROCEEDINGS

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

Held: Monday, December 5, 2022, at 5:00 P.M., at City of Lone Tree Civic Center, Community Room A, 8527 Lone Tree Parkway, Lone Tree, Colorado.

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

Also present were:

Matt Urkoski, Shauna D'Amato, Natalie Herschberg and Carrie Beacom; CliftonLarsonAllen LLP ("CLA")
Mike Crespini; 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 special meeting of the Board of Directors of the Park Meadows Metropolitan District at 5:07 P.M.

Directors Matters/Disclosure Matters: Mr. Urkoski 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 within the boundaries of the District and her membership on the

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	<p>Board of the Heritage Estates HOA. This disclosure is associated with approval of items on the agenda that may affect her interests.</p> <p>Mr. Urkoski advised that written disclosures of these interests were filed with the Secretary of State at least seventy-two hours prior to the meeting.</p>
<p>Approval of/Additions To/Deletions from the Agenda:</p>	<p>Director Murphy moved that the Board approve the December 5, 2022 agenda. The motion was seconded by Director Parry and unanimously approved by the Board.</p>
<p>Public Comments:</p>	<p>None.</p>
<p>Consent Agenda:</p>	<p>Director Jewell moved that the Board approve the consent agenda comprising minutes of the September 26, 2022 regular meeting and October 28, 2022 special meeting, cash position updated November 2022, property tax schedule, prior and current claims and director fees, and 2023 insurance renewal documents. The motion was seconded by Director Parry and unanimously approved by the Board.</p>
<p>Financial Items - September 30, 2022 Unaudited Financial Statements:</p>	<p>Ms. Beacom presented to and reviewed with the Board the September 30, 2022 unaudited financial statements. Director Murphy inquired as to whether a reserve study has previously been conducted to which Ms. Beacom and Mr. Urkoski reported a reserve study had not been done in recent years. The Board discussed the timing on the transfer from Capital Improvements Fund to the General Fund. Ms. Beacom indicated the transfer will be accounted for in the end-of-year financial statements. Following review, upon motion by Director Parry, second by Director Sippel, and unanimous vote, the Board accepted the September 30, 2022 unaudited financial statements, as presented.</p>
<p>Public Hearing on Proposed 2023 Budget:</p>	<p>Director Sippel opened a public hearing on the proposed 2023 budget consistent with published notice at 5:33 p.m. There appearing no member of the public wishing to speak on the budget, Director Sippel closed the public hearing at 5:34 p.m.</p>
<p>Resolution Approving Proposed 2023 Budget, Certification of Mill Levy, and Appropriate Sums of Money:</p>	<p>Ms. Beacom reviewed with the Board the proposed 2023 budget and Mr. Urkoski presented to the Board of Directors a Resolution for approval and adoption of the 2023 budget, appropriating funds therefor and certification of a mill levy thereunder. Discussion ensued regarding the brick wall reserve. The Board directed staff to reallocate capital projects reserve and designate</p>

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	<p>\$2,500,000 to the brick wall reserve. After review and discussion, upon motion by Director Jewell, second by Director Murphy, and unanimous vote, the Board of Directors approved the resolution adopting the 2023 budget and appropriating the funds to the approved budget and certifying the mill levies as provided in the budget, subject to receipt of the final assessed valuation, legal review and any final adjustments as necessary prior to filing.</p>
<p>Engagement Letter with Haynie & Company to Prepare the 2022 Audit:</p>	<p>Ms. Beacom reviewed with the Board the engagement letter from Haynie & Company to prepare the 2022 audit. After review and discussion, upon motion by Director Parry, second by Director Godden, and unanimous vote, the Board of Directors approved the engagement letter from Haynie & Company to prepare the 2022 audit.</p>
<p>Other:</p>	<p>None.</p>
<p>Landscape Items - Monthly Landscape Maintenance Report:</p>	<p>Mr. Crespin presented the Monthly Landscaping Report to the Board noting that seasonal operations have slowed down and winter watering has commenced. Mr. Crespin additionally noted that the previously approved PRV replacement will be done by the end of the year. Discussion ensued regarding the forthcoming landscape replacements that will be needed as required by the C-470 multimodal bridge, noting that a focus will be placed on drought tolerant materials. Designs will be presented to the Board at a future meeting.</p>
<p>Completed Work Orders:</p>	<p>None.</p>
<p>New Work Orders:</p>	<p>Following Mr. Crespin's report, Director Godden moved approval of the proposed work order for the following:</p> <ol style="list-style-type: none">1. Brightview Proposal for Stump Grinding on Lincoln and Yosemite in the amount of \$4,675.00. <p>The motion was seconded by Director Parry and unanimously approved by the Board.</p>
<p>Other:</p>	<p>None.</p>
<p>Engineering Items - Southgate Water Line(s) Replacement Update:</p>	<p>Mr. Goertz noted Southgate intends on initiating the Water Line(s) Replacement in the first part of 2023.</p>

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2022 Median Retuck:	Mr. Goertz provided an update to the Board on the 2022 median retuck project, noting the contractor has completed the work according to the 2022 scope. Mr. Goertz further reported that he will provide a proposed plan for remediation of the medians west of Yosemite Street on Park Meadows Drive at a future Board meeting.
GIS Project:	Mr. Goertz provided on update to the Board on the GIS Project, noting that the consulting team and Director Sippel will convene prior to the January Board meeting with the intent of having a refined task order and scope ready for review and consideration by the Board at the January Board meeting. No action was taken at this time.
Other:	None.
Manager's Items - CliftonLarsonAllen LLP Statements of Work for 2023:	Mr. Urkoski presented to and discussed with the Board CliftonLarsonAllen LLP's statement of work for 2023. After review and discussion, upon motion by Director Murphy, second by Director Sippel, and unanimous vote, the Board of Directors approved CliftonLarsonAllen LLP's statement of work for 2023.
Other:	None.
Director's Items - Other:	Director Sippel reported that a discussion with the City of Lone Tree created the possibility of the District promoting xeriscape options to constituents within the District. Director Sippel and Mr. Urkoski reported having conversations with the City of Lone Tree regarding electric vehicle charging stations being installed within the District. No action was taken.
Attorney Items - Annual Resolution:	Mr. Urkoski reviewed with the Board the 2023 Annual Resolution. Director Sippel asked for input on officers and all Board members agreed to retain the current slate of officers for 2023. Following Board discussion, Director Murphy moved approval of the resolution. The motion was seconded by Director Sippel and approved unanimously by the Board, as amended to reflect the regular meeting in May 2023 be on the fourth Monday.
Regular Meeting Date/Location:	After review and discussion, upon motion by Director Murphy, second by Director Sippel, and unanimous vote, the Board of Directors approved the following regular meeting date/location:

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- Fourth Monday of each month, at 5:00 P.M., at the Lone Tree Civic Center, 8527 Lone Tree Parkway, Lone Tree, Colorado 80124, with the exception of December when the regular meeting will be held on the third Monday.
- Election Resolution: Mr. Urkoski presented to and reviewed with the Board the 2023 Regular Special District Election Resolution. Following discussion and upon motion by Director Sippel, second by Director Jewell and unanimous vote, the Board of Directors approved the 2023 Regular Special District Election Resolution.
- Engagement of Community Resource Services of Colorado, LLC: Mr. Urkoski presented to and reviewed with the Board the engagement of Community Resource Services of Colorado, LLC for 2023 election services. Following discussion and upon motion by Director Sippel, second by Director Jewell and unanimous vote, the Board of Directors approved the engagement of Community Resource Services of Colorado, LLC for 2023 election services.
- Resolution Consenting to the Adoption of the Second Amendment to the Service Plan for the Southeast Public Improvement Metropolitan District: Mr. Urkoski presented to and reviewed with the Board the resolution consenting to the adoption of the second amendment to the service plan for the Southeast Public Improvement Metropolitan District. Following discussion and upon motion by Director Sippel, second by Director Godden and unanimous vote, the Board of Directors approved the resolution consenting to the adoption of the second amendment to the service plan for the Southeast Public Improvement Metropolitan District.
- Other: None.
- Other Matters: Justin Schmitz reported the City of Lone Tree is in a strong position heading into 2023 thanks to the passage of ballot question 2E and several projects are slated to begin. Mr. Schmitz further reported that the bidding processes will commence in 2023 for paving and crosswalk enhancements. Additional discussion ensued between the Board and Mr. Schmitz regarding the ongoing Ridgeway development.
- Adjournment: There being no further business to come before the Board, Director Sippel adjourned the meeting at 6:13 P.M.

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Secretary