

## 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, February 28, 2022, at 5:00 P.M. All participation in this meeting, including public participation, was by telephonic and/or electronic means. Microsoft Teams: [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_YmM4YjQwNTktNDM3Mi00YTdmLTk1NjQtZDQzNGQ2N2YzMWJI%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%229bf4c29b-a9c8-46b4-a6c0-c1ed7cba4824%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_YmM4YjQwNTktNDM3Mi00YTdmLTk1NjQtZDQzNGQ2N2YzMWJI%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%229bf4c29b-a9c8-46b4-a6c0-c1ed7cba4824%22%7d) or Via Phone: 1-720-547-5281, Conference ID: 260 094 86#.

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  
Steve Parry, Treasurer  
Gary Godden, Secretary  
Greg Jewell, Assistant Secretary

Also present were:

Tamara K. Seaver; Icenogle Seaver Pogue, P.C.  
Matt Urkoski, Carrie Beacom & 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  
Whitney Miller; Park Meadows Business Improvement District

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 5:00 P.M.

Directors Matters/Disclosure Matters: None.

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

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- Public Comments: Mr. Schmidt reported on upcoming City of Lone Tree public projects including 2022 concrete replacement, asphalt overlay, and a C-470 Trail connection to RTD's County Line light rail station.
- Consent Agenda: Director Parry moved that the Board approve the consent agenda comprising minutes of the January 24, 2022 special meeting, cash position updated February 2022, property tax schedule, prior and current claims and director fees, and ratifying actions taken at the January 24, 2022 special board meeting. The motion was seconded by Director Jewell and unanimously approved by the Board.
- Financial Items -  
December 31, 2021  
Unaudited Financial  
Statements: Ms. Beacom presented to and reviewed with the Board the December 31, 2021 unaudited financial statements. Following reviewing and discussion, upon motion duly made by Director Jewell, second by Director Godden and unanimous vote, the Board accepted the December 31, 2021 unaudited financial statements, as presented.
- Other: None.
- Landscape Items -  
Monthly Landscape  
Maintenance Report: Mr. Crespin presented to the Board the Monthly Landscaping Report, reporting on the recent lull in activity due to inclement weather and noting spring clean-ups will resume in more favorable weather. He reported on on-going winter watering, despite the recent moisture, given the prior deficits. Mr. Crespin reported on several water bills with nominal usage, and that the apparent leak is very small and would be challenging. time consuming, and expensive to locate in winter. It would be easier to locate once the irrigation is turned on in spring. The Board concurred with Mr. Crespin's recommendation. He reported that Brightview will monitor the Southgate project as well as the C-470 project.
- Sixth Amendment to  
Landscape maintenance  
Agreement for 2022  
Services: Following his landscape report, Mr. Crespin presented to the Board the Sixth Amendment to the Landscape Maintenance Agreement for 2022 Services. Following reviewing and discussion, upon motion duly made by Director Godden, second by Director Sippel and unanimous vote, the Board approved the Sixth Amendment to the Landscape Maintenance Agreement for 2022 Services.

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Completed Work Orders: None.

New Work Orders: Following Mr. Crespin's report, Director Jewell moved approval of the proposed work orders for the following:

1. BrightView Proposal for Evergreen Gypsum Application an amount not-to-exceed \$1,325;
2. BrightView Proposal to Soil Flush Water Turf Areas in an amount not-to-exceed \$2,950.

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

Other: Director Sippel noted Mayor Millet expressed to her that the Northeast Corner of Lincoln and Yosemite was in some level of disrepair and while Director Sippel agreed to ask Brightview to evaluate the area, she noted it was potentially problematic for the District, past efforts in regard to similar areas proved problematic, and it could also set a precedent. The Board briefly discussed the complexities surrounding this matter.

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

Mr. Goertz noted for the Board he had no updates regarding the Southgate Water Line(s) replacement project, and they were likely behind schedule. Mr. Schmidt confirmed that they were behind schedule and that Douglas County had comments Southgate needed to address regarding access to Acres Green.

Mr. Urkoski noted discussion with the City regarding the project's disruption to the current medians which might provide an opportunity for revamp of the medians, but that the District is still awaiting a response from the District's first round of comments. Director Sippel noted the Board did not want Southgate to pull and store materials if the District determines to make a change to the medians to alleviate high maintenance costs associated with the current medians.

Assessment on Flagstone  
Medians:

Mr. Goertz reviewed with the Board the assessment of the flagstone medians by street, noting the medians appear to be responding positively to the retucking program, but that there are areas with freeze/thaw impact to be reassessed later in spring or summer. Mr. Urkoski summarized for the Board that the medians probably would not merit the large size expenditures which the District incurred over the last few years.

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Other: None.

Manager's Items -

Other: Mr. Urkoski reported that three self-nomination forms were submitted, Directors Sippel, Godden and Ms. Murphy; accordingly, the election will be canceled.

Director's Items -

Discuss Meeting Location for Next Board Meeting: Discussion ensued among the Board regarding the location for the next Board meeting. Following discussion, the Board expressed their preference for an in-person meeting in the month of March.

Other: None.

Attorney Items -

Executive Session: Director Parry moved that the Board convene in executive session pursuant to Section 24-6-402(4)(b), C.R.S. for the purpose of receiving legal advice on specific legal questions related to elections and District strategic planning. Director Sippel seconded the motion, which was unanimously approved by the Board at 5:55 P.M.

Ms. Seaver, Mr. Urkoski, and Ms. D'Amato remained for the entire executive session.

Upon a motion by Director Sippel and seconded by Director Jewell the Board moved out of executive session and back into public session at 6:20 P.M.

Other: None.

Other Matters: None.

Adjournment: There being no further business to come before the Board, Director Parry moved that the meeting be adjourned. The motion was seconded by Director Sippel and approved unanimously at 6:35 P.M.

DocuSigned by:

*Gary W. Godden*

Secretary

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**Certificate Of Completion**

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| Client Number: 011-030575                               |                                   |
| Source Envelope:  |                                   |
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| AutoNav: Enabled  | Envelope Originator:              |
| Enveloped Stamping: Enabled                             | Natalie Herschberg                |
| Time Zone: (UTC-06:00) Central Time (US & Canada)       | 220 South 6th Street              |
|   | Suite 300                         |
|   | Minneapolis, MN 55402             |
|   | Natalie.Herschberg@claconnect.com |
|   | IP Address: 165.225.10.148        |

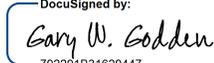
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Gary W. Godden  
 gwgodden@comcast.net  
 Secretary  
 Security Level: Email, Account Authentication (None)

**Signature**

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 792291B31629447...  
 Signature Adoption: Pre-selected Style  
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**Timestamp**

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 Viewed: 4/7/2022 4:34:12 PM  
 Signed: 4/7/2022 4:34:20 PM

**Electronic Record and Signature Disclosure:**  
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