

RECORD OF PROCEEDINGS

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

Held: Monday, April 25, 2022, at 5:00 P.M., at the 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
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 Crespin; BrightView Landscape Services, Inc.
Taylor Goertz; IMEG
Seth Hoffman and Justin Schmitz; City of Lone Tree
Jay Carpenter; Councilmember, City of Lone Tree
Pamela Schenck-Kelly and 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 regular meeting of the Board of Directors of the Park Meadows Metropolitan District at 5:04 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.

Public Comments: None.

Consent Agenda: Director Jewel moved that the Board approve the consent agenda comprising minutes of the March 28, 2022 special meeting, cash position updated April 2022, property tax schedule, and prior and

RECORD OF PROCEEDINGS

current claims and director fees. The motion was seconded by Director Parry and unanimously approved by the Board.

Financial Items -

Other:

Mr. Urkoski noted his team will interface with the auditor on some recent notices.

Landscape Items -

Monthly Landscape
Maintenance Report:

Mr. Crespin presented to the Board the Monthly Landscaping Report, noting weekly maintenance services are ongoing with spring services mostly complete and Ash Borer and Ips Beetle sprays to be done over the next few weeks. He mentioned that he and Director Sippel would be making a tree evaluation as the deciduous trees start to leaf out. He reported on the status of the irrigation system start-up noting watering commenced earlier than other years given the warm, dry and windy weather. Finally he mentioned the dog station maintenance and ongoing work at the Yosemite and C-470 Bridge.

New Work Orders:

Following Mr. Crespin's report, Director Sippel moved approval of the proposed work orders as presented for the following:

1. BrightView Proposal for Deep Root Trees with Mycorrhizae in the amount of \$7,800;
2. BrightView Proposal for Spring 2022 Grub Application in the amount of \$5,900;
3. BrightView Proposal for Irrigation Controller Repairs in the amount of \$4,943.60.

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

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 project noting updated and more detailed construction plans have been submitted and that, per the updated plans, the project's impact to the District's medians has been reduced. He reported that they will impact the median between Taos and Kimmer and then reviewed their timeline and related matters. Board discussion ensued.

Other:

None.

RECORD OF PROCEEDINGS

Manager's Items -

Other: None.

Director's Items -

Discuss Setting Milestones for Agreements and Deliverables: Mr. Urkoski noted his discussions with Director Sippel and Ms. Seaver regarding setting milestones for agreements and deliverables.

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 5:29 P.M.

Ms. Seaver, Mr. Urkoski, and Shauna 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 5:38 P.M.

Strategic Plan:

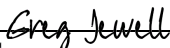
The Board of Directors reviewed the draft strategic plan and discussed the same. Director Parry noted the interplay between the Board resolution with project priorities and the planning document. Further discussion ensued. Mr. Urkoski requested that all Board members send any proposed edits to him no later than Monday May 2, 2022, following which he will work with Director Sippel and Ms. Seaver to finalize for Board approval in May.

Other Matters: None.

Adjournment:

There being no further business to come before the Board, upon motion by Director Sippel, seconded by Director Jewell the meeting was adjourned at 6:25 P.M.

DocuSigned by:


Secretary

Certificate Of Completion

Envelope Id: D14AA5388BD54A158615A958A9154792	Status: Completed
Subject: Please DocuSign: PMMD - 2022-04-25 Regular Meeting Minutes.pdf	
Client Name: Park Meadows Metro District	
Client Number: 011-030575	
Source Envelope:	
Document Pages: 3	Signatures: 1
Certificate Pages: 4	Initials: 0
AutoNav: Enabled	Envelope Originator:
Enveloped Stamping: Enabled	Natalie Herschberg
Time Zone: (UTC-06:00) Central Time (US & Canada)	220 S 6th St Ste 300
	Minneapolis, MN 55402-1418
	Natalie.Herschberg@claconnect.com
	IP Address: 165.225.10.148

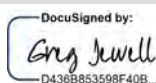
Record Tracking

Status: Original	Holder: Natalie Herschberg	Location: DocuSign
6/10/2022 11:52:51 AM	Natalie.Herschberg@claconnect.com	

Signer Events

Greg Jewell
 greg-jewell@outlook.com
 Security Level: Email, Account Authentication (None)

Signature



Signature Adoption: Pre-selected Style
 Signed by link sent to greg-jewell@outlook.com
 Using IP Address: 198.178.12.46

Timestamp

Sent: 6/10/2022 11:55:52 AM
 Viewed: 6/14/2022 9:32:02 AM
 Signed: 6/14/2022 9:32:35 AM

Electronic Record and Signature Disclosure:
 Accepted: 6/14/2022 9:32:02 AM
 ID: 52c86544-2f0a-4bc2-94fb-448c99893bb5

In Person Signer Events	Signature	Timestamp
-------------------------	-----------	-----------

Editor Delivery Events	Status	Timestamp
------------------------	--------	-----------

Agent Delivery Events	Status	Timestamp
-----------------------	--------	-----------

Intermediary Delivery Events	Status	Timestamp
------------------------------	--------	-----------

Certified Delivery Events	Status	Timestamp
---------------------------	--------	-----------

Carbon Copy Events	Status	Timestamp
--------------------	--------	-----------

Witness Events	Signature	Timestamp
----------------	-----------	-----------

Notary Events	Signature	Timestamp
---------------	-----------	-----------

Envelope Summary Events	Status	Timestamps
-------------------------	--------	------------

Envelope Sent	Hashed/Encrypted	6/10/2022 11:55:52 AM
Certified Delivered	Security Checked	6/14/2022 9:32:02 AM
Signing Complete	Security Checked	6/14/2022 9:32:35 AM
Completed	Security Checked	6/14/2022 9:32:35 AM

Payment Events	Status	Timestamps
----------------	--------	------------

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, CliftonLarsonAllen LLP (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact CliftonLarsonAllen LLP:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: BusinessTechnology@CLAconnect.com

To advise CliftonLarsonAllen LLP of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at BusinessTechnology@CLAconnect.com and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from CliftonLarsonAllen LLP

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with CliftonLarsonAllen LLP

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to BusinessTechnology@CLAconnect.com and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify CliftonLarsonAllen LLP as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by CliftonLarsonAllen LLP during the course of your relationship with CliftonLarsonAllen LLP.