

# RECORD OF PROCEEDINGS

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

Held: Monday, January 22, 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  
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 regular meeting of the Board of Directors of the Park Meadows Metropolitan District at approximately 5:00 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: No changes.
- Public Comments: Councilmember Anderson noted that 2024 is an election year for the City and noted the Mayor's upcoming State of the City address.
- Consent Agenda: Director Jewell moved that the Board approve the consent agenda comprising minutes of the November 27, 2023 regular meeting, cash position updated January 2024, prior and current claims and director fees. The motion was seconded by Director Godden 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 that one round of fall clean-up was complete and his crews will start cutting back ornamental grasses in late February and early March, along with Russian Sage and any other remaining perennials. He reported on pre-emergent and winter watering and winterization of the irrigation system. He reported on the Yosemite Street water line break and noted that the District's landscaping appeared to be safe. He noted an accident along Lincoln Avenue in the median wherein a tree was hit and a proposal for removal and replacement was included in the packet.
- Completed Work Orders: None.
- New Work Orders: Following Mr. Crespin's report, the Board discussed the proposal. Director Murphy moved approval of the proposed work orders for the following:
1. BrightView proposal to repair damaged landscape/trees from car accident in the amount of \$1,585.00.

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|  | The motion was seconded by Director Johnson and unanimously approved by the Board.   |
| Eighth Amendment to Landscape/Streetscape Maintenance Agreement for 2024 Services: | Mr. Crespin presented to the Board the Eighth Amendment to Landscape/Streetscape Maintenance Agreement for 2024 Services. After review and discussion, upon motion by Director Johnson, seconded by Director Murphy, and unanimous vote, the Board approved the Eighth Amendment to Landscape/Streetscape Maintenance Agreement for 2024 Services. |
| Engineering Matters -<br>Southgate Water Line(s)<br>Replacement Update:            | Mr. Goertz reported on the Southgate water line break and the attendant traffic impacts, but echoed Mr. Crespin's report that the medians do not appear to have been impacted.   |
| Update on Medians:   | Mr. Goertz provided an update to the Board on the medians, noting that the "red" grout still needs to be remedied when weather is appropriate.   |
| Manager's Matters -<br>Brick Wall Project:   | Mr. Goertz noted he is meeting with City staff in the coming weeks to discuss issuance of an RFP for design, phasing, and budgeting for the brick walls.   |
| 2024 Property and Liability<br>Schedule:   | Mr. Urkoski presented to the Board the 2024 insurance policy. After review and discussion, upon motion by Director Sippel, second by Director Godden, and unanimous vote, the Board of Directors ratified approval of the 2024 property and liability schedule.  |
| Directors' Matters:  | Mr. Urkoski reported on communications with Terra Ridge HOA in the wake of the District's communications with the City and concurrence that the last draft of the agreement was still acceptable and that the City and District did not desire to negotiate beyond those terms.  |
| Attorney Matters:  | None.  |
| Other Matters:   | None.  |
| Adjournment:   | There being no further business to come before the Board, Director Sippel moved to adjourn the meeting at 5:26 P.M., and the motion was seconded by Director Godden.   |

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DocuSigned by:  
*Kim Johnson*  
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Secretary

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Kim Johnson  
 cmkk@comcast.net  
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