

## 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, September 26, 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  
Gary Godden, Vice President  
Steve Parry, Treasurer  
Michelle Murphy, Assistant Secretary

Also present were:

Tamara K. Seaver; Icenogle Seaver Pogue, P.C.  
Matt Urkoski, Shauna D'Amato & Carrie Bartow;  
CliftonLarsonAllen LLP ("CLA")  
Mike Crespino; BrightView Landscape Services, Inc.  
Taylor Goertz; IMEG  
Justin Schmitz; City of Lone Tree  
Jill Clark, Resident

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 5:02 P.M. The absence of Director Jewell was noted and excused.

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.

## RECORD OF PROCEEDINGS

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Director Murphy disclosed her interest in personal property 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: Director Sippel noted there were no changes to the agenda. Upon motion by Director Sippel, second by Director Murphy, and unanimous vote, the Board of Directors noted and excused the absence of Director Jewell.

Public Comments: Mr. Urkoski reported that Mr. Schmitz would be late to the meeting. No public comments.

Consent Agenda: Director Parry moved that the Board approve the consent agenda comprising minutes of the August 22, 2022 regular meeting (amended to excuse Director Murphy's absence), cash position updated August 2022, and prior and current claims and director fees. The motion was seconded by Director Godden and unanimously approved by the Board.

Financial Items -  
Other: None.

Landscape Items -  
Monthly Landscape  
Maintenance Report: Mr. Crespin reported to the Board the transition from weekly maintenance services to a modified fall/winter schedule beginning in October. He noted fall turf fertilizer had been applied and weed patrols would continue. Additionally, he noted the proposal in the packet regarding adding pressure reducing valves from the golf course feed area along Lincoln near Heritage Estates, stating the valves would help with main line breakages.

Mr. Crespin reported the irrigation system would be blown out in mid to late October. He then reported on overhaul of medians given that rains had washed away some of the rock and soil. He noted this would also allow for more water conscious plantings. Director Sippel inquired about this issue on Sunningdale and Mr. Crespin reported on the issue.

## RECORD OF PROCEEDINGS

---

Director Parry asked about rescheduling the Board tour of District properties which was previously cancelled. Mr. Urkoski offered for his office to assist with the scheduling effort.

Completed Work Orders: None.

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

1. Proposal for Pressure Regulating Valve along Lincoln by Heritage Estates in the amount of \$11,629.00.

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

Other: Mr. Schmitz arrived at the meeting and reported on the Yosemite Street Bridge with structures anticipated for installation in October. He then outlined the City's Pedestrian Safety Improvement Project which would be out for bid in the near term. He then noted the anticipated bridge over Acres Green Drive, and rebuilding signage in the same location.

Director Sippel thanked Mr. Schmitz for the sign at Lone Tree Parkway and Carriage Club to facilitate turning movements to go westbound on Lincoln Avenue.

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

Mr. Goertz noted the Southgate Water Line(s) replacement project is still to commence in the 4<sup>th</sup> Quarter of 2022.

2022 Median Retuck:

Mr. Goertz provided an update to the Board on the 2022 Median Re-tuck project, noting the project is working through permitting with the City.

Other: None.

Manager's Items -  
Discuss District Specific  
Emails:

Mr. Urkoski discussed with the Board District specific emails, noting the Board previously had PMMD-specific email addresses but they were to be removed. They had not been removed and he inquired as to whether the Board still wanted them to be removed. The Board concurred with their prior desire to remove the emails given their glitches.

Other: None.

## RECORD OF PROCEEDINGS

---

Director's Items -

Other: None.

Attorney Items -

Executive Session:

Director Sippel 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 regarding District mill levies and projects. Director Godden seconded the motion, which was unanimously approved by the Board at 5:27 P.M.

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

Upon a motion by Director Sippel and seconded by Director Godden the Board moved out of executive session and back into public session at 5:37 P.M.

Other Matters:

Mr. Urkoski reported that the October Board meeting would be on October 28<sup>th</sup> at 9 a.m., and that it would be held via Teams.

Adjournment:

There being no further business to come before the Board, upon motion by Director Sippel, second by Director Parry, and unanimous vote, the Board adjourned the meeting at 5:40 P.M.

DocuSigned by:

*Greg Jewell*

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Secretary