

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
May 20, 2014**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on May 20, 2014 at 5:00 p.m. at CliftonLarsonAllen LLP, located at 8390 E. Crescent Parkway, Suite 500, Greenwood Village, CO 80111.

Attendance In attendance were Directors:

Norman A. Sheldon
Bill Lamberton
Clint Waldron
Don Leyn
Kevin Pettway
Mark Hoover

Also in attendance were:

Bob Blodgett, Mat Mendisco, Kevin Collins, Rachelle Meyer and Sandy Brandenburger; CliftonLarsonAllen LLP
Rick Kron; Spencer Britt & Browne LLP
Ron Lambert; Mulhern MRE
Brenda Sheldon; Norm Sheldon's Spouse
Dan Sheldon; Norm Sheldon's Son
Cathy Noon; City of Centennial Mayor
Allen & Martha Thurman; Dove Valley Metropolitan District
Lindsay Steinbauer; 16253 E. Otero Ave.

Call to Order Director Sheldon called the meeting to order at 5:00 p.m.

Pledge of
Allegiance Director Sheldon led the Board and audience in the pledge of allegiance.

Declaration of
Quorum/Director
Qualifications
Disclosure Matters The Board was advised that pursuant to Colorado law, certain disclosures by the Board members may be required prior to taking official action at the meeting. The Board then reviewed the agenda for the meeting, following which each Board member confirmed the contents of any written disclosure previously made of record, stating the fact and summary nature of any matters, as required under Colorado law, to permit official action to be taken at the meeting. Additionally, the Board determined that

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the participation of members present was necessary to obtain a quorum or otherwise enable the Board to act.

Director Sheldon reported that he had disclosed his interest as an owner of property located in the District. His son, Dan Sheldon, owns a minority interest in South Creek Investors, LLC and Director Sheldon has no financial interest therein. Director Sheldon is adding his wife as an owner of property in the District. These disclosures are in association with the consideration and/or approval of agenda items which may affect his interests. A written disclosure of his interests was filed with the Secretary of State prior to the meeting.

Director Lamberton reported that he had disclosed his interest as an owner of property located in the District. He is a director and owns a minority interest in Emerald Isle Landscaping, LLC, and family members have additional interests therein. Director Lamberton reported he is a co-signer on an equipment loan for Emerald Isle Landscaping, LLC. The disclosure is in association with the consideration and/or approval of agenda items which may affect his interests. A written disclosure of his interests was filed with the Secretary of State prior to the meeting.

Director Waldron reported that he had disclosed his interest as an owner of property located in the District. Director Waldron is also an associate attorney with White, Bear & Ankele Professional Corporation which serves as general counsel to Cornerstar Metropolitan District. The disclosure is in association with the consideration and/or approval of agenda items which may affect his interests. A written disclosure of his interests was filed with the Secretary of State prior to the meeting.

Director Leyn reported that he owns a 50% interest in Universal Lighting Systems, LLC and owns a residence in the District. A written disclosure of his interests was filed with the Secretary of State prior to the meeting.

Director Pettway reported that he is a homeowner in the Southcreek Subdivision within the District and is a member of the Board of the Southcreek Master HOA. A written disclosure of his interests was filed with the Secretary of State prior to the meeting.

Director Lamberton reported he is moving a new company into his building within the District. Mr. Kron will work with him regarding the necessary future disclosures.

Director Hoover reported that he is a homeowner in the District, is a member of the Board of the South Creek Master HOA and a sales representative for Wagner Equipment Company. A written disclosure of his interests was filed with the Secretary of State prior to the meeting.

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Consideration of Agenda

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved the Agenda as submitted.

2014 Directors' Election Results

a. Swearing in of New Board Members

Director Sheldon asked that Mr. Blodgett read the results of the election into the record as noted below. Director Sheldon will swear in the new Board members and then step down from his Office.

Candidates for 4-year term:

Kevin Pettway – 101 votes
William Lamberton – 71 votes
Mark Hoover – 99 votes
Norman Sheldon – 66 votes
Ira Alcantara – 60 votes

Candidates for 2-year term:

Don Leyn – 107 votes
Mohamed Sherif – 5 votes

b. Oaths of Office

Director Sheldon administered the Oaths of Office to Directors Leyn, Pettway, Lamberton and Hoover. Director Sheldon congratulated each on their election to the Board.

c. Election of Officers

Deferred to the end of the meeting.

d. Recognition for Norman Sheldon, Board Member 1985-2014

Director Leyn presented a Resolution recounting Director Sheldon's contributions to the District as Board member from 1985-1990 and as President from 1990-2014. Director Leyn presented a plaque to Director Sheldon from the Board. Director Leyn presented an engraved gavel to him commemorating his years as President. And finally, Director Leyn presented a gift certificate for a dinner at Del Frisco's on behalf of the Board. Mr. Blodgett presented a Resolution from the District's consultants thanking him for his hands-on approach to working with the Board and consultants during his tenure. All of the consultants will sign this Resolution to Director Sheldon.

Mr. Thurman thanked Director Sheldon for his cooperation with the Dove Valley Metropolitan District over the years.

Director Sheldon thanked all for their mementos and recognition tonight. He indicated he had thoroughly enjoyed serving on the District for the past 29 years. He planned to stay involved in District matters and assist

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wherever he can in the future. The audience gave Director Sheldon a standing ovation.

Public Comment

Director Sheldon reported on the meeting that he and Mr. Blodgett had with ACWWA and Arapahoe County Open Space representatives on Friday. He provided a picture of the ACWWA well field, the AC Open Space and HOA property on the west side of River Run. He stated that the Board should assist in improving the appearance of this property for the HOA. The Board concurred. This will be discussed later in the meeting.

CONSENT AGENDA

Mr. Blodgett reported the claims totaled \$130,416.91 with additional claims received since the packet was distributed. Director Leyn noted the check being held from the last Board meeting for \$630 to Four Winds Software would be discussed later in the meeting.

After further discussion, upon a motion duly made, seconded, and upon vote unanimously carried, the Board approved the Consent Agenda as amended.

- a. Review and Approve Minutes of the April 15, 2014 Regular Meeting
- b. Accept April 30, 2014 Financial Statements
- c. Accept May 20, 2014 Cash Position Report
- d. Approve Current 2014 Claims Totaling \$130,416.91 and Directors' Fees Totaling \$554.10
- e. Ratify 2013 Audit Engagement Letter with Simmons & Wheeler, P.C. - \$3,900
- f. Accept 27 Acre Open Space Planning Grant Final Report
- g. Accept Red Hawk Ridge Elementary School Playground Improvement Project Reports

DISCUSSION AGENDA

Capital Projects

- a. Discuss Future of Property Ownership by the District – Director Leyn

Director Leyn recommended the Board consider selling its portion of the PJCOS, since the area has been preserved for public open space. After discussion, the Board authorized Mr. Blodgett to discuss this with Mr. Carter. Since the County owns the Cherry Creek Valley Ecological Park north of PJCOS and 17 Mile House south of PJCOS, they are the likely party to have a desire to purchase additional open space within the

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District. Mr. Blodgett will arrange a meeting between Mr. Carter and Directors Leyn and Waldron prior to the June meeting.

b. Other

Mr. Lambert noted that there is a progress meeting regarding RHRES playground improvements in the near future. Director Waldron will attend. There is a vacancy on this committee since Director Sheldon had been participating. Another Board member may participate in the future.

PJCOS
Maintenance
Items

a. Status of Maintenance Options for Cherry Creek Corridor (CCVEP, PJCOS 17 Mile House and Aurora Open Space) Arapahoe County Feedback

Mr. Blodgett reported that Mr. Carter has not yet provided any feedback from the County Commissioners regarding this possible approach.

b. Discuss Recommendations for Tree Care and Replacement – Tagawa/Emerald Isle

Mr. Blodgett reported that Tagawa has been very busy with spring plant sales and has not yet been able to meet with Emerald Isle. After discussion, the Board decided that an arborist should review the trees immediately with Emerald Isle.

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved not to exceed \$500 for an arborist to assist with their tree care and replacement recommendations. Director Lamberton did not participate and abstained.

c. Status of Dog Leash Signs

Mr. Blodgett reported the City of Centennial plans on installing the seven signs during the week of May 26th.

d. Other

Mr. Lambert reported the LOMR will be closed out in the near future for the PJCOS stream work. Mr. Lambert also reported he sent a letter to SEMSWA regarding return of the District's \$41,000 security for the GESC permit. He anticipates receiving these funds back in the near future.

Director Waldron asked that Emerald Isle review the weeds along the 5K loop. They are high. Mr. Blodgett will inform Emerald Isle Landscaping.

Legal

a. Discussion and Possible Action on Four Winds Software

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Agreement - \$640 Annual Maintenance Fee

Mr. Kron reviewed his email opinion regarding the agreement. He said the District must pay the fee to maintain the software. It is doubtful that this software can be administered by any other party.

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board authorized paying the annual maintenance fee to Four Winds in the amount of \$640.

b. Discuss Property Exclusion Procedure

Mr. Kron reviewed the procedures. After discussion, the Board approved a required deposit of \$2,500 for the Cornerstar Healthcare Plaza should they decide to proceed with exclusion. Mr. Kron will inform their attorney.

c. Discuss Letter from Cornerstar Healthcare Plaza Regarding Interest Fee Waiver

Mr. Collins reported the interest is approximately \$756. Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board voted to waive the interest fee charges on the Cornerstar Healthcare Plaza system development fee.

d. Legislative Update

1. Discuss New CORA Legislation Effective July 1, 2014

Mr. Kron reviewed the new CORA Legislation. He recommended the District adopt a resolution with the new fee schedule of the first hour free and additional hours at \$30 per hour at the June Board meeting. The Board concurred.

2. Discuss New Open Meetings Legislation

Mr. Kron reported that any person now has the right to sue the District for illegal public meetings. Previously, the lawsuit had to be brought by an elector or property owner within the District.

e. *Executive Session (if necessary)

None.

Financial

a. Review and Consider Approval of Emerald Isle Landscaping, Inc. April Invoices - \$6,232.50

Upon a motion duly made, seconded, and upon vote, unanimously carried, the Board approved the April invoices submitted by Emerald Isle

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Landscaping in the amount of \$6,232.50. Director Lamberton did not participate and abstained.

b. Discuss 2013 Draft Audit

Mr. Collins noted that he and Ms. Meyer reviewed the draft audit with Director Leyn prior to the Board meeting. Director Leyn indicated his questions were answered.

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved the 2013 Audit, and authorized Mr. Collins to file with the Division of Local Government.

c. Other

None.

Director's
Items

a. Website/Email Update – Director Leyn

Director Leyn provided an update on the website. He indicated this will be several more months due to his work schedule. Director Pettway volunteered to assist him in creating a new website.

The Board discussed email addresses. After discussion, the Board decided that the individual Board members would not use PJMD emails. They will use emails of their own choice. The website will provide an email address of information@pjmd.org. Mr. Blodgett will inform Director Leyn as to where these emails will be sent, likely to Ms. Brandenburger's email address. Director Leyn reported he will close out Director Sheldon's email address and Mr. Blodgett will add Director Hoover's address to the website.

The Board decided the website should be improved so it is more accessible and available to residents and property owners in the District. The Board discussed long-term using a QR code which can be sent on a card or in a newsletter that the residents can scan and go to the website to register their email address under a "constant contacts" application. The District can then send information updates to those who have registered on the site as they occur. Once the new website is developed, the District will migrate to the constant contacts format.

b. Confirm Quorum for Next Meeting – June 17, 2014

A quorum was confirmed.

c. Other

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Director Leyn recommended the Board meet to discuss future direction of the District and goals and objectives in a special meeting work session. The Board concurred.

After discussion, the Board called a special meeting for Monday, June 9, 2014 at 5:00 p.m. at the offices of CLA, 8390 E. Crescent Pkwy., Suite 500, Greenwood Village, CO 80111. Mr. Blodgett will send a draft agenda to Director Waldron for review.

Director Waldron noted he has observed a camera on poles within the District. Mr. Blodgett will check with Arapahoe County as to the purpose.

Director Leyn recommended the District send out a newsletter in the next ACWWA mailing that highlights the kiosk so residents and visitors are aware of the kiosk and its assets. Mr. Blodgett will review the materials provided by Valerian when the kiosk was approved, and see if those would be useful in the mailing. The Board asked that a draft newsletter highlighting the kiosk, as well as the projects in the draft newsletter from the April meeting, be prepared to review at the June Board meeting by the Board.

The Board also discussed distribution of emails to the Board. After discussion, they directed Mr. Blodgett's office to send emails to either he or Ms. Brandenburger with a blind copy to the Board members so that they cannot inadvertently reply to all and send to other Board members at the same time. Mr. Blodgett will disseminate information received by the Board or outside emails to the Board as needed after consultation with Mr. Kron.

Manager's Items

a. Discuss Boundary Map Update by Mulhern MRE

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved a not to exceed amount of \$2,500 for Mulhern MRE to update the District's boundary map.

b. CCBWG Update

Mr. Blodgett provided a report on the April meeting. Director Waldron provided photos of the new cylindrical half mile markers that had been placed in the District. Mr. Blodgett will place these on the website.

c. May 27th City of Centennial Open Space Advisory Board Meeting Regarding PJCOS

Mr. Blodgett will be attending. Other Board members may attend either the meeting or the tour after the meeting of PJCOS that is going to meet at Broncos Parkway Trailhead at approximately 6:30 p.m.

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d. SDA Annual Conference – September 10-12, 2014 at Keystone

Mr. Blodgett will register any Board member that is interested in attending.

e. Referrals

None.

f. Other

None.

Other
Business

a. Election of Officers

After discussion, upon a motion duly made by, seconded, and upon a vote, unanimously carried, the Board elected as follows:

Director Lamberton – President
Director Waldron – Vice President
Director Leyn – Secretary/Treasurer
Director Pettway – Asst. Secretary/Treasurer
Director Hoover – Asst. Secretary/Treasurer

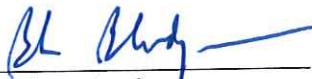
b. Other

The Board asked Mr. Blodgett to review the options with Verizon for the government rate and other options related to the current number of GB the District is currently using and whether additional savings may be warranted. Director Leyn also asked that the District obtain a quote without the 4G cellular service. He stated WiFi service should be sufficient. Other Board members stated the 4G was valuable when WiFi was not available. This will be further discussed at the June meeting.

Mr. Blodgett reviewed Ms. Donnelly's request from SEMSWA regarding a "straw" to be placed in Cherry Creek to monitor water quality. SEMSWA is doing this in other streams as well. After discussion, the Board authorized SEMSWA to place the water quality straw in Cherry Creek within PJCOS.

Adjournment

Upon a motion duly made, seconded, and upon vote, unanimously carried, the meeting adjourned at 7:45 p.m.


Secretary for the Meeting