

RECORD OF PROCEEDINGS

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**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARKER JORDAN METROPOLITAN DISTRICT  
HELD  
NOVEMBER 17, 2015**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on November 17, 2015 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:

Bill Lamberton  
Mark Hoover  
Kevin Pettway  
Don Leyn  
Mike Mojica

Also in attendance were:

Bob Blodgett; CliftonLarsonAllen LLP  
Kevin Collins; CliftonLarsonAllen LLP (via telephone)  
Clint Waldron; Former Board Member (via telephone)  
Bill Bauer; Arapahoe County Open Space

Call to Order

Director Lamberton called the meeting to order at 5:00 p.m.

Pledge of  
Allegiance

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

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

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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 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.

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 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 Mojica reported that he is a homeowner within the District. A written disclosure of his interests was filed with the Secretary of State prior to the meeting.

Consideration  
of Agenda

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

Public  
Comment

None.

### CONSENT AGENDA

Mr. Blodgett reported that the current claims are \$31,604.31 and Director's Fees are \$494.10. Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved the Consent Agenda as presented.

- a. Approved Minutes of the October 20, 2015 Regular Meeting
- b. Approve Current Claims Totaling \$31,604.31 and Directors' Fees Totaling \$494.10
- c. Approve Resolution No. 2015-11-1 Calling May 3, 2016 Director's Election
- d. Accept October 31, 2015 Financial Statements
- e. Accept November 1, 2015 Cash Position Report
- f. Accept November 2015 PJCOS Management Report by ACOS
- g. Accept November 6<sup>th</sup> Letter from President Lamberton to Commissioner Nancy Sharpe Regarding PJCOS Sale
- h. Approve 2016 Annual Administrative Matters Resolution No. 2015-11-2

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## i. Information Items

### DISCUSSION AGENDA

#### Capital Projects

##### Discussion and Possible Action Concerning Proposed Regional Community Facility

Mr. Waldron reported a potential purchaser of MPIC Property is still negotiating with the Fetters family regarding the possible sale. He expects this may be resolved within 30 days. If the sale does transpire, the new buyer would want to break ground within a year.

He also reported that the property on the south side of the ACWWA Purification Plant on the west side of Jordan Road has been sold to Meritage. They intend to build single family homes. They will have a community facility/recreation center as part of their project. They hope to break ground within a year.

Mr. Waldron stated either of these properties are a possible opportunity for the future community facility.

After discussion, the Board expressed a desire to keep any future community facility within the boundaries of District.

No action was taken at this meeting.

#### Maintenance Projects

##### a. Status of PJCOS Controlled Burn By South Metro Fire Department

Mr. Blodgett reported the November letter regarding the potential burn occurring between November 15<sup>th</sup> and the end of December has been distributed to the HOA's, Tagawa, the Fetters and hand distributed to residents of South Creek. It has also been placed on the website.

Mr. Blodgett reported that Mr. Reid at South Metro Fire will inform him with at least a one day's notice when the burn is scheduled. That notice will then be placed on the website and sent to the HOA's and others. The Board asked that they be notified immediately in case they would like to observe the burn.

##### b. Review Landscape Maintenance Service Proposals for 2016

Mr. Blodgett reported that the Hinsdale and Fremont medians within the Cherry Creek Business Center were inadvertently omitted from the request for proposals. The Board asked that the Hinsdale and Fremont medians maintenance costs be included as soon as possible. They asked that the final proposals and a summary spreadsheet be provided to the Board as

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soon as possible before December 3<sup>rd</sup>, so they can make a decision at the December 3<sup>rd</sup> Special Board meeting.

### Legal

#### May 3, 2016 Director's Election Schedule

Mr. Blodgett reviewed the schedule with the Board. Self nomination forms will be accepted between January 1<sup>st</sup> and February 26<sup>th</sup>. If there are not more candidates than vacancies on March 1<sup>st</sup>, the election is cancelled. Directors Leyn and Mojica's positions are up for four year terms. Mr. Blodgett reported an advertisement in the District's legal publication will be placed in late January or early February regarding the vacancy. That is the only publicity planned at this time.

The Board asked that the PJMD vacancy signs be placed at the same locations as utilized for the recent Board vacancy. They also asked that HOA's and Business Park be notified. They asked that Spencer Fane LLP develop a cost estimate for mailing a bulk mail postcard to all registered electors in the District with brief information about the District and the vacancies. They would like to review the cost and schedule for this at the December 3<sup>rd</sup> Special Board meeting and make a decision at that time.

### Financial

None.

### Manager's Items

- a. Conduct Public Hearing to Consider Amending 2015 Budget; Consider Adoption of Resolution No. 2015-11-3 to Amend 2015 Budget

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board opened the public hearing at 5:42 p.m.

There were no public comments.

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board closed the public hearing at 5:43 p.m.

Mr. Collins reviewed the recommended budget amendment to the Debt Service Fund with the Board. After discussion, upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board adopted Resolution No. 2015-11-3 to Amend the 2015 Budget Debt Service Fund.

- b. Conduct Public Hearing to Consider Adoption of 2016 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Adoption of Resolution No. 2015-11-4 to Approve 2016 Budget, Appropriate Expenditures and Certify Mill Levies

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board opened the public hearing at 5:45 p.m.

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There were no public comments. Mr. Collins reviewed the 2016 Budget with the Board. After discussion, the Board decided to add the Election Budget to \$40,000. The Board also decided to include \$125,000 for trail connections in the Capital Projects Fund. They discussed the possibility of including funds for a community garden/small park at the northwest corner of Broncos Parkway and Cherokee Trail if this property were acquired by the District in the future. They decided to defer this for more discussion in 2016 before including it in the budget.

After additional discussion, upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board closed the public hearing at 5:46 p.m.

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board adopted Resolution 2015-11-4 to Approve 2016 Budget, Appropriate Expenditures and Certify a Mill Levy of 20.633 mills for collection in 2016.

The Board also decided excess reserve funds should be retained in the General Fund other than \$100,000 in the Capital Projects Fund.

The Board also asked Mr. Collins to review the recent replacement reserve study and determine if \$65,000 per year (that accumulates over time) is being retained in reserve funds.

### c. Referrals

Mr. Blodgett reviewed the three recent referrals for the PJCOS Final Plat, Smitty's Sprinkler in the Cherry Creek Business Center and South Creek Residential Project with the Board.

### d. Website Update

No report.

### e. Confirm Quorum for Next Meeting – December 15, 2015 at 5:00 p.m.

After discussion, the Board unanimously decided to call a Special Board meeting for Thursday, December 3<sup>rd</sup> at 4:00 p.m. at the offices of CliftonLarsonAllen LLP, 8390 E. Crescent Parkway, Greenwood Village, Colorado, and cancel the December 15<sup>th</sup> regular Board meeting. The primary purpose of the December 3<sup>rd</sup> meeting will be finalizing the method to disseminate information about the two Board vacancies in the May 2016 election, and reviewing and approving the 2016 landscape maintenance contract agreement.

### f. Other

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Other  
Business

None.

Director's  
Items

- a. Discuss Vacant Property at Northwest Corner of Broncos Parkway and Cherokee Trail – Director Mojica

Director Mojica suggested a small park on the site. Director Hoover suggested a community garden. The Board discussed access and safety issues at this major intersection. Mr. Collins stated the District's Conservation Trust Funds (CTF) could be used at this site. After additional discussion, the Board decided not to budget any funds in 2016 for acquisition of the site or a project.

- b. Holiday Social – December 3, 2015 at 5:30 p.m. at Brook's Steak House, 6538 Yosemite Circle, Greenwood Village, CO

No additional discussion.

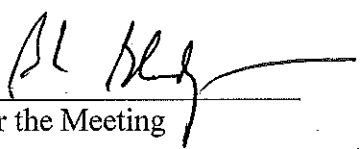
- c. Other

Mr. Blodgett presented the 2015 Northern Colorado Stormwater and Floodplain Manager's Award to the District for their participation in the Hawkquest Project at Cherry Creek Valley Ecological Park. This won an award in 2015. Ms. Brown at Valerian received the award on behalf of the District and provided it for the District's records.

The Board asked that a listing of all awards received by the District be placed on the website on the Projects page.

Adjournment

Upon a motion duly made, seconded, and upon vote, unanimously carried, the meeting was adjourned at 7:05 p.m.

  
Secretary for the Meeting