

RECORD OF PROCEEDINGS

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARKER JORDAN METROPOLITAN DISTRICT  
HELD  
DECEMBER 3, 2015**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on December 3, 2015 at 4:00 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  
Mike Mojica

Also in attendance were:

Bob Blodgett, Mat Mendisco & Kim Herman; CliftonLarsonAllen LLP  
Bill Bauer; Arapahoe County Open Space

Call to Order

Director Lamberton called the meeting to order at 4:10 p.m.

Pledge of  
Allegiance

Mr. Lambert 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 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.

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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 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 stated the current claims have been revised to \$11,163.89 and Director's Fees total \$309.40 since Director Leyn is not present. Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved the Consent Agenda as amended.

- a. Approved Minutes of the November 17, 2015 Regular Meeting
- b. Approve Current Claims Totaling \$11,163.89 and Directors' Fees Totaling \$309.40

### **DISCUSSION AGENDA**

Board Vacancy

Review and Approve 2016 Board Vacancy Information Plan

The Board discussed the plan to communicate information to residents regarding the two Board vacancies in the May 2016 Director's Election. The Board decided that post card delivery to each household was preferable. Director Mojica reported he spoke with his Boy Scout Troop Master, and the Boy Scouts offered to deliver the post cards on behalf of the District.

Mr. Kron noted that delivery of post cards by the scouts would save mailing expenses in the range of \$500-\$1,000. Director Mojica indicated the scouts would willingly accept a contribution of \$500 for the delivery of the post cards. Director Lamberton suggested that we could donate the savings from shipping to the troop for their service. Director Mojica then

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recommended if a \$500 donation was acceptable, he would communicate this to the troop.

The Board noted that January 20<sup>th</sup> would be a reasonable deadline by which to deliver the post cards to all residents. February 26<sup>th</sup> is the deadline for the self nomination forms.

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board decided delivery of the post cards, contingent on Boy Scouts agreeing, to have the generic post cards delivered without addresses, one per household and give donation to Scouts based on the savings of \$500 with the work to be completed by January 20, 2016, and if Scouts don't mail to each household, per the proposal.

### Landscape Management

#### Review and Approve 2016 Landscape Medians Maintenance Agreement

Mr. Mendisco summarized the four proposals received from Keesen, Brickman, Terra Care and Emerald Isle. Director Lamberton reported he would abstain from discussion.

The Board decided not to consider Brickman or Terra Care since they are very large companies and this is a very small project more suited for a smaller company.

Director Hoover stated he was impressed with Keesen's willingness to quickly provide information upon request during the 2015 contract review. They were very responsive. With fertilization, their price is very comparable to Emerald Isle's quote.

After further discussion, upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved Keesen Landscape Maintenance as the District's new landscape maintenance contractor for the medians effective January 1, 2016. Mr. Blodgett will notify Cox of their termination and Keesen of their new contract effective January 1, 2016.

### Manager's Items

- a. Confirm Quorum for Next Meeting – January 19, 2016 at 5:00 p.m.

A quorum was confirmed, and Director Lamberton will participate by telephone.

- b. Potential Community Garden

The Board asked that Mr. Mendisco contact Arapahoe County Open Space (ACOS) to discuss the possibility of a community garden being funded within PJCOS or other open space areas within the District

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through ACOS Grant Funds. He will discuss with ACOS and then with the City of Centennial (COC) if it's in PJCOS. He will also discuss with ACOS the possibility of funding pocket parks within South Creek or other HOA's from an open space grant fund. He will provide a report at the January Board meeting.

c. Trail Connections

Director Mojica offered to sketch potential trail connections between River Run and ACOS north of Broncos Parkway. Mr. Lambert will prepare cost estimates for a typical section of crusher fine or concrete trails so that an estimated cost may be determined. This will be discussed at the January Board meeting.

d. CCBWG - January 15, 2016 Meeting

Directors Hoover and Mojica offered to attend the meeting on behalf of the District. Mr. Blodgett and Mr. Mendisco may also attend. Ms. Brandenburger will send an appointment to all four individuals to attend the meeting at a TBD location.

Adjournment

Upon a motion duly made, seconded, and upon vote, unanimously carried, the meeting was adjourned at 5:15 p.m.



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Secretary for the Meeting