

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
OCTOBER 18, 2016**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on October 18, 2016 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; President
Kevin Pettway; Secretary
Mark Hoover; Treasurer
Michael Mojica; Assistant Secretary/Treasurer
Troy Burley; Assistant Secretary/Treasurer

Also in attendance were:

Bob Blodgett & Kevin Collins; CliftonLarsonAllen LLP
Rick Kron and Beth Dauer; Spencer Fane LLP (
Ron Lambert; Mulhern MRE
Jamey Reis; Keesen Landscape

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

Pledge of Allegiance Ms. Bauer 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.

RECORD OF PROCEEDINGS

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 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.

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 Burley 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 There were no changes to the agenda.

Public Comment None.

CONSENT AGENDA

- a. Approve Minutes of the September 20, 2016 Regular Meeting
- b. Ratify September Claim Totaling \$1,000 to ACOS
- c. Approve Current Claims of \$22,453.17 and Directors' Fees of \$494.10
- d. Accept September 30, 2016 Financial Statements
- e. Accept October 1, 2016 Cash Position Report
- f. Accept September 2016 PJCOS Management Report by ACOS
- g. Approve Agreements with HOA's for Trail Connections
 1. Simpson Cherry Creek, LP, a Texas Limited Partnership (owner)
 2. The Landings At Cherry Creek Homeowners Association
 3. The Landings At Cherry Creek Homeowners Association
 4. Southcreek Master Homeowners Association
 5. Creekview at River Run II HOA and ACWWA (not participating at this time)
- h. Information Items

Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the Consent Agenda with the exception of Item G, Approve Agreements with HOA's for Trail Connections, which was removed from the Consent Agenda for discussion.

RECORD OF PROCEEDINGS

DISCUSSION AGENDA

Maintenance
and
Construction
Projects

a. Status of New Trail Connections with ACOS

Mr. Lambert reviewed the status of the various connections with the Board. The Board expressed concern about the response from Simpson Cherry Creek LP regarding Trail Connection #2. Mr. Lambert reported that he will tell their property group the PJMD will not reimburse for legal fees and give them a deadline to respond.

The Board expressed concern about Trail Connection #2 with the Landings at Cherry Creek regarding the gully erosion issue. Mr. Lambert reported that the trail could be built over the erosion area if desired and drainage dealt with by installing some small culverts.

The Board also expressed concern about the steep grade on Trail Connection #3, also in The Landings at Cherry Creek, which may exceed ADA standards. Mr. Lambert reported that this trail can be built. It is not as steep as the Ladera Trail that was approved by Arapahoe County in recent years.

Mr. Lambert has provided additional information requested by the South Creek Master HOA regarding the construction area needed for Trail Connection #6 and expects their approval to be forthcoming.

The Board expressed frustration about how long this process has taken to receive final design and approval from the various HOAs.

Mr. Lambert indicated that Arapahoe County Open Spaces has not yet approved the IGA with PJMD, which states they will pay 50% of the cost of the trail connections plus own and maintain them in the future other than those which are on HOA property where the HOA's will own and maintain them.

1. Discuss Bidding Process

Mr. Lambert distributed copies of the Invitation to Bid for Board review. He reported this will be submitted Thursday for publication on Friday October 28 with bids due back on November 15th. He stated the work may only take 2 to 3 weeks, so it is possible it can be done with a window of warm weather during the winter.

After additional discussion, upon a motion duly made by Director Burley, seconded by Director Mojica, and upon a vote, unanimously carried, the Board authorized Mr. Lambert to bid all the trails with a final determination by the Board at a future meeting as to award any or all of the bids depending on Arapahoe County Open Spaces participation and potential erosion or steep grade issues in some sections.

RECORD OF PROCEEDINGS

2. Schedule

Previously discussed.

b. Status of Median Tree and Shrub Replacements

Mr. Reis reported that the work is complete. The bill will be submitted to the District in the near future.

The Board reviewed the request of Ms. Christman, a District resident, to improve the appearance of the Broncos Parkway median to more closely match the turf and flowers on the Broncos Parkway median west of Jordan Road in Dove Valley.

After discussion, the Board decided that based on the cost of water, the increased cost of maintenance and the recent expenditures on this section of median, the Board would not make any changes to the median at this time. Mr. Blodgett's office will inform Ms. Christman.

c. ACOS Report on PJCOS

Mr. Blodgett reported that he spoke with Mr. Bauer of ACOS today. Mr. Bauer is out of town and unable to attend the meeting. Mr. Bauer reported the Arapahoe County Open Space contract for maintenance with the District will be submitted in November for approval at the November 15th meeting. Mr. Bauer stated that there will be no changes in cost for 2017.

d. Discuss Keesen Landscape Maintenance Agreement for 2017

Mr. Reis reviewed the agreement with the Board. Mr. Kron reported that there are no changes from the 2016 agreement. An addendum and the Keesen proposal are attached. Their rate for 2017 is \$15,061.

After discussion, upon a motion duly made by Director Pettway, seconded by Director Hoover, and upon a vote, unanimously carried, the Board approved the 2017 Landscape Maintenance agreement with Keesen.

e. Review Keesen Landscape Work Order for Plant Health Care Program Broncos Parkway - \$890

Mr. Reis reviewed with the Board. Director Lamberton stated he does not believe there are any Ash Trees in the District and the work order calls for Ash Borer spraying. Director Lamberton also expressed concern about the dormant oil treatment.

After discussion, the Board tabled the work order. Mr. Reis will provide additional information for review at the November 15th meeting.

RECORD OF PROCEEDINGS

f. Other

Director Lamberton and Director Mojica reported that the traffic control on Broncos Parkway west of Parker Road towards the curve over the bridge for the recent median work was insufficient and not safe. They reported they viewed near accidents. Mr. Reis will report this to Mr. Genders and ensure this does not happen again in the future.

Legal

a. Discuss 2017 Legal Services

Mr. Blodgett reported that responses were received from White Bear Ankele Tanaka & Waldron, Icenogle Seaver Pogue, P.C., Seter & Vander Wall, and Spencer Fane LLP. Collins Cockrel and Cole responded that they would not submit a proposal and recommended retention of Spencer Fane and Mr. Kron.

The Board indicated that they reviewed the proposals and all of the firms were extremely well qualified. They stated that they were pleased with the work of Spencer Fane and did not have a reason to change legal services. The Board stated they believed they should follow the 2013 resolution requiring a review of legal services every 5 years.

Upon a motion duly made by Director Hoover, seconded by Director Burley, and upon a vote, unanimously carried, the Board voted to retain Spencer Fane as general counsel for the District.

Financial

a. Review 2017 Draft Budget

Mr. Collins reviewed with the Board. He reported the overall Mill Levy remains at 20.663; however, the General Fund Mill Levy is increased from 4.5 to 5 mills and the Debt Service Mill Levy is decreased from 16.133 to 15.633 mills in 2017.

The Board discussed the available reserves in the General Fund balance. After discussion, upon a motion duly made by Director Hoover, seconded by Director Pettway, and upon a vote, unanimously carried, the Board voted to allocate the General Fund reserves as follow: a \$180,000 operating reserve, a \$500,000 debt service reserve and a \$100,000 undesignated reserve. The \$395,000 capital replacement reserve will remain as is. Mr. Collins will modify the budget accordingly. There were no other changes to the budget at this time.

b. Call Public Hearing for Review and Approval of 2017 Budget at November 15, 2016 Regular Meeting

Upon a motion duly made by Director Mojica, seconded by Director Burley, and upon a vote, unanimously carried, the Board called a public hearing for review and approval of the 2017 Budget at the November 15th Regular Meeting.

RECORD OF PROCEEDINGS

c. Schedule

Previously discussed.

Manager's Items

a. SDA Conference Presentation Results

Director Lamberton, Mr. Kron and Mr. Blodgett reported that the presentation went well. Approximately 35 attendees from the conference were at the session. Director Burley and Mr. Collins also attended. Mr. Blodgett then played the 3 minute video from Red Hawk Ridge Elementary School Principal Mike Wurdeman for the Board and audience. This video led off the presentation at SDA.

The Board thanked Director Lamberton for his participation on the panel and his Shakespearian comments related to the school district and the PJMD and their working together to complete the project.

b. Happy Canyon Trail Pedestrian Bridge Opening

Directors Burley and Lamberton attended on behalf of the District. Mr. Blodgett will place pictures of the grand opening on the HOME page of the District's website.

c. Referrals

None.

d. Website Update

Mr. Blodgett reported the website has been updated.

e. Other

No report.

Directors Items

a. Discuss Future Regular Meeting Schedule

Deferred to the November 15th meeting.

b. Confirm Quorum for Next Meeting – November 15, 2016 at 5:00 p.m.

A quorum was confirmed for the November 15th Regular Meeting.

c. Other

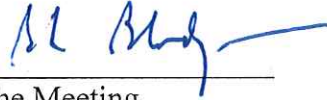
The Board asked Mr. Blodgett's office to contact Ya Ya's Bistro for the annual Board holiday dinner on either December 13th, 12th or 6th at 6:00 p.m. following a short Board meeting at 5:00 p.m.

RECORD OF PROCEEDINGS

The December 20th Regular Board Meeting will likely be cancelled. This will be further discussed at the November 15th Regular Meeting.

Adjournment

Upon a motion duly made by Director Pettway, seconded Director Hoover, and upon vote, unanimously carried, the Board adjourned the meeting at 7:15 p.m.



Secretary for the Meeting