

RECORD OF PROCEEDINGS

MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARKER JORDAN METROPOLITAN DISTRICT  
HELD  
NOVEMBER 15, 2016

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on November 15, 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  
Michael Mojica; Assistant Secretary/Treasurer  
Troy Burley; Assistant Secretary/Treasurer

Also in attendance were:

Bob Blodgett & Kevin Collins; CliftonLarsonAllen LLP  
Beth Dauer; Spencer Fane LLP  
Ron Lambert; Mulhern MRE  
Caitlyn Cahill & Samantha Kimminan; Arapahoe County  
Bill Bauer & Derwin Milton; ACOS  
Duane Baldwin; Keesen Landscape (via telephone)

Call to Order            Director Lamberton called the meeting to order at 5:10 p.m.

Pledge of Allegiance            Director Mojica 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

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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.

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board excused the absence of Director Hoover.

Consideration of Agenda      There were no changes to the agenda.

Public Comment      None.

**CONSENT AGENDA**

- a. Approve Minutes of the October 18, 2016 Regular Meeting
- b. Approve Current Claims of \$66,967.05 and Directors' Fees of \$369.40
- c. Accept November 1, 2016 Cash Position Report
- d. Accept October 2016 PJCOS Management Report by ACOS
- e. Ratify IGA with ACOS Regarding Trail Financial Participation
- f. Approve 2017 Annual Administrative Matters Resolution No. 2016-11-01
- g. Approve Cash Access Addendum with CliftonLarsenAllen LLP
- h. Information Items

Upon a motion duly made by Director Burley, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the Consent Agenda as presented.

**DISCUSSION AGENDA**

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Maintenance  
and  
Construction  
Projects

### a. Status of New Trail Connections with ACOS

#### 1. Review Bids – Bid Opening, November 15<sup>th</sup> @ 2:00 p.m.

Mr. Lambert distributed copies of the bid opening results from this afternoon. Four bids were received from CEI Constructors, Chavez Services, Concrete Works and Goodland Construction. Mr. Lambert reported Chavez Services was the low bidder at \$115,984.00. He said he has had good experience with them in other Districts for similar types of concrete work. He has asked for them to start the work on November 22<sup>nd</sup>. He has given them 120 days to complete the work over the winter when good weather permits.

#### 2. Award Bid to Low Responsive Bidder

After discussion, upon a motion duly made by Director Mojica, seconded by Director Burley, and upon a vote, unanimously carried, the Board awarded the bid for the ACOS Trail Connections to Chavez Services for \$115,984. Mr. Bauer reported this should be an excellent project for ACOS and the District. ACOS is paying one half of the costs.

#### 3. Status of HOA Agreements

Ms. Dauer provided an update on the HOA agreements. She asked the Board to ratify approval of the agreements for Trails 2, 2A, 3 and 6.

Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the agreements with HOA's for construction of the trails. The HOA's will own and maintain the trails after construction on their property. ACOS will maintain the trails on the ACOS property.

#### 4. Schedule

Previously discussed.

### b. ACOS Report on PJCOS – Bill Bauer

#### 1. Approve 2017 PJCOS Maintenance Agreement with ACOS

Ms. Dauer reviewed the First Amendment to the maintenance agreement with ACOS. It contains the same NTE amount of \$32,364 from the 2015 agreement.

Upon a motion duly made by Director Burley, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the 2017 PJCOS Maintenance Agreement with ACOS.

Mr. Milton reported he would provide information to the Board regarding

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the use of pesticide to treat the sheet grass within the Open Space. Director Lamberton asked that they use due caution in applying pesticide on the Open Space.

Mr. Bauer reported on some downed trees near trails that are safety hazards. ACOS will remove these trees. They will also trim trees that are overhanging trails and causing potential safety problems.

- 2. Discuss Off Leash Dog Violations in PJCOS – Caitlyn Cahill, Animal Control Supervisor, Arapahoe County

Ms. Cahill reported since PJCOS is entirely within the City of Centennial (COC), the City has enforcement authority for any off leash violations on the property. She reported COC has a leash law requiring dogs to be on leashes when in public. Arapahoe County has a voice control ordinance which requires only that dogs be within voice control. She has relayed the District's concerns to COC to take enforcement action.

Ms. Dauer reported on a Court case that provides the authority for Districts to take action by resolution to enforce leash laws. After discussion, the Board asked that Ms. Dauer draft a resolution for Board approval at the December meeting regarding violations within the PJCOS. They would like the information to be made available to residents in the area. However, the District will not try to enforce any leash laws directly.

The Board also asked ACOS to place signs reminding visitors to the PJCOS that dogs must be on a leash at all times.

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

Mr. Baldwin discussed the work order with the Board. Director Lamberton thanked Keesen for providing additional information regarding the Ash trees and other treatments.

Upon a motion duly made by Director Burley, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the work order for plant health care program in the amount of \$890.

- d. Other

None.

Legal

None.

Financial

None.

Manager's  
Items

- a. Conduct Public Hearing to Consider Amending 2016 Budget; Consider Adoption of Resolution No. 2016-11-2 to Amend 2016 Budget

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Mr. Collins reported no budget amendment is required, thus there is no public hearing.

- b. Conduct Public Hearing to Consider Adoption of 2017 Budget, Appropriate Expenditures and Certify Mill Levies; Consider Adoption of Resolution No. 2016-11-3 to Approve 2017 Budget, Appropriate Expenditures and Certify Mill Levies

Director Lamberton opened the public hearing at 6:22 p.m.

There were no public comments.

Director Lamberton closed the public hearing at 6:23 p.m.

Mr. Collins reviewed the 2017 Budget with the Board. He reported the District will have a 20.633 mill levy in 2017, the same as 2016.

After discussion, upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board approved the 2017 Budget, appropriated expenditures and certified mill levies, and adopted Resolution No. 2016-11-3 to Approve 2017 Budget, Appropriate Expenditures and Certify a Mill Levy of 20.633.

- 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

The Board decided to continue meeting the third Tuesday of each month at 5:00 p.m. at CliftonLarsonAllen LLP, 8390 E. Crescent Pkwy., Suite 500, Greenwood Village, CO 80111. They will determine if some meetings can be cancelled later in the year.

- b. Confirm Quorum for Next Meeting – December 6, 2016 at 5:00 p.m., and then to Ya Ya's at 6:00 p.m. for Holiday Dinner

A quorum was confirmed and the 16 individuals to attend the holiday dinner.

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c. Arapahoe Road Trailhead Grand Opening – November 17<sup>th</sup> at 9:00 a.m.

Director Lamberton will represent the District with remarks at the Trailhead Grand Opening. The District constructed the concrete trail to connect with the trailhead with an ACOS grant for \$250,000 in 2012.

d. Discuss Cancellation of December 20<sup>th</sup> Regular Board Meeting

Upon a motion duly made by Director Burley, seconded by Director Pettway, and upon a vote, unanimously carried, the Board cancelled the December 20<sup>th</sup> regular Board meeting.

e. Other

None.

Adjournment

Upon a motion duly made by Director Pettway, seconded Director Burley, and upon vote, unanimously carried, the Board adjourned the meeting at 6:35 p.m.

  
Secretary for the Meeting