

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
APRIL 18, 2017**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on April 18, 2017 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
Mark Hoover; Treasurer
Kevin Pettway; Secretary
Troy Burley; Assistant Secretary/Treasurer
Mike Mojica; Assistant Secretary/Treasurer

Also in attendance were:

Bob Blodgett & Kevin Collins; CliftonLarsonAllen LLP
Beth Dauer; Spencer Fane LLP
Ron Lambert; Mulhern MRE
Travis Greiman & Joe Stafford; City of Centennial
Kevin Crehan; Solara Designs
Mike Genders; Keesen Landscape

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

Pledge of Allegiance Ms. Crehan 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. The Board excused the absence of Director Pettway.

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

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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 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 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.

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.

Consideration of Agenda There were no changes to the agenda.

Public Comment None.

CONSENT AGENDA

- a. Approve Minutes of the March 21, 2017 Regular Meeting
- b. Approve March 2017 Claims Totaling \$29,637.44 Represented by Check Numbers 2465 through 2474, and Director Fees Totaling \$494.10
- c. Accept February 28, 2017 Financial Statements
- d. Accept April 1, 2017 Cash Position Report
- e. Accept March 2017 PJCOS Management Report by ACOS
- f. Accept April 2017 Landscape Maintenance Report
- g. Ratify Keesen Landscape Management Work Order for Broncos Parkway Median Tree Replacements - \$3,959
- h. Approve Four Work Orders with Keesen Landscape Management for Fertilization and Root Zone Watering - \$3,067
- i. Ratify Agreement with Ground Engineering for Materials Testing - \$1,375
- j. Ratify Change Order No. 001 with Chavez Services LLC for Additional Mobilization and Piping Costs - \$6,860
- k. Ratify Change Order No. 002 with Chavez Services LLC for Additional Trail Landscape Restoration - \$2,283

Mr. Blodgett recommended removal of the February 28, 2017 Financial

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Statements. Mr. Collins will provide the March 31, 2017 Financial Statements later in the Board meeting. The Board also removed Item d, the Cash Position Report, as it was not yet available. Upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board removed Item g, the Keesen Work Order for Median Trees and Item h, the Four Work Orders with Keesen for Fertilization and Root Zone Watering for later discussion.

Mr. Lambert explained the reasoning for the Ground Engineering agreement and the two Change Orders. Director Lambertson expressed concern about the Change Order for additional mobilization costs due to delays caused by the Simpson Agreement that were out of the control of the District and contractor.

Upon a motion duly made by Director Hoover, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the Consent Agenda with the exception of Item c, d, g and h.

DISCUSSION AGENDA

Maintenance
and
Construction
Projects

- a. Discuss Potential Dove Creek/Fremont Drive Trail Connection to the Cherry Creek Regional Trail – Ron Lambert, Kevin Crehan

Mr. Crehan reported that the Dove Valley Metropolitan District (DVMD) is considering the extension of an east/west trail from Dove Creek to Jordan Road. There are several sections not yet completed. This will be an item of discussion for the May 5, 2017 DVMD Board meeting.

Mr. Lambert explained that the Board had considered this extension from Jordan Road to the Cherry Creek Regional Trail about two years ago and it was deferred as not a high priority. Director Lambertson indicated the District was willing to participate, but not take the lead on this project if there were other partners.

Mr. Crehan stated that the future potential partners include the City of Centennial (COC), Arapahoe County Open Space (ACOS), the City of Aurora, Dove Valley Metropolitan District (DVMD) and Parker Jordan Metropolitan District (PJMD). After additional discussion, the Board decided to wait on the results of the May 5th DVMD Board meeting regarding their interest in completing the Fremont Trail connection east of Jordan.

Mr. Crehan will send Mr. Blodgett information regarding the May 5th Board meeting in case Board members would like to attend.

- b. ACOS Report on PJCOS

Deferred in the absence of Mr. Bauer.

- c. Status of Off Leash Dog Enforcement in PJCOS – Joe Stafford

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Mr. Stafford explained he is a contractor for the City of Centennial. His firm also works on animal control issues from Colorado Springs north of Denver for different cities regarding animal control efforts. He reported based on the Board request, he has had 40 patrols in April in PJCOS and they have encountered 111 dogs and dog owners, and only three were off leash. He believes progress has been made.

He will continue the presence through April, but cannot continue the intense enforcement activity every month.

Director Pettway commented that the situation has definitely improved regarding off leash dogs and people picking up after their pets. He thanked Mr. Stafford for the City's efforts to improve the situation.

The Board discussed providing additional information to residents regarding enforcement activity through a South Creek newsletter or other means.

Mr. Stafford stated when residents see a violation, they should email him directly or call him at 303-325-8070 for immediate assistance.

d. Update on City of Centennial Items

1. Broncos Parkway/Jordan Intersection

Mr. Greiman reported that Jordan Road is within the COC to the east right-of-way line at the Broncos Parkway intersection. East of the right-of-way line of Jordan Road including the median on the west side of the Broncos Parkway bridge is within unincorporated Arapahoe County. The City of Centennial contains Broncos Parkway from the west side of the Broncos Parkway Bridge to Parker Road.

Mr. Lambert reported he has contacted Arapahoe County Public Works to discuss the repairs to the median in Broncos Parkway, just east of Jordan Road. The Board asked him to determine if Arapahoe County will maintain the hardscape if PJMD continues to maintain the landscape and streetscape.

Mr. Blodgett reported that following the meeting with Mr. Greiman, it was determined that the 2004 landscape median maintenance agreement between the District and Arapahoe County for the Broncos Parkway median from Jordan Road to Parker Road needs to be amended to restrict the Arapahoe County portion to Jordan Road to the bridge, and provided a separate agreement with the COC from the Broncos Parkway bridge to Parker Road. Mr. Blodgett and Ms. Dauer will work on these amendments with Arapahoe County and COC respectively.

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The Board supported amending the current agreement and preparing a new agreement with COC.

2. Cherry Creek Business Park Street Conditions

Mr. Greiman reported that the Fremont and Hinsdale Streets were repaved in 2014. It is likely they will not be done again for approximately 10 years. He asked that any specific repair, maintenance or pothole issues be reported to the COC when observed so they can be scheduled for routine maintenance.

3. Cherokee Trail Extension at Broncos Parkway (to the South)

Mr. Greiman reported this is not currently an active project of the City since the property owner to the south of this intersection has not cooperated regarding the extension. The City Council has decided to wait until there is an active development proposal from the property owner to the south so the Cherokee Trail Extension can be constructed. The \$300,000 the District provided to the City several years ago is still on hold for a future project.

The Board thanked Mr. Greiman for his attendance at the Board meeting and his work with the District.

Legal

No report.

Financial

a. Update on South Creek Investors Reimbursement Agreement

Mr. Collins reported he has spoken to Mr. Goldberg who is completing review of the Richmond invoices by an engineer and will provide them to he and Mr. Lambert within the next 30 days. This may be ready for review and approval at the May Board meeting.

b. 2016 Audit Update

Mr. Collins reported the audit work will begin at the end of May and this should be available for the June Board meeting.

c. March 31, 2017 Unaudited Financial Statements and April 18, 2017 Cash Position Report

Mr. Collins reviewed with the Board. There were no significant variances for the first three months of the year. The Board thanked Mr. Collins for his report. Upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board accepted the March 31, 2017 Financial Statements and April 18, 2017 Cash Position Report.

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Manager's Items

a. Website Update

Mr. Blodgett reported the website is up to date.

b. Other

None.

Other Business

Director Pettway reported he will not be at the May Board meeting. He will be in Greenland, and plans to call in for the meeting. He recommended the use of extension speaker microphones so he can better hear what is occurring at the Board meeting. He will provide this information to Mr. Blodgett to use in the conference room.

Directors Items

a. Update on Possible PJCOS Transfer to Arapahoe County

Director Lamberton reported on a recent meeting he and Mr. Blodgett had with Commissioner Sharpe regarding this transfer. Director Lamberton stated the County may accept a donation conditioned upon the County paying the cost of the District's share of the maintenance for the PJCOS. He recommended that the District and COC also request that the COC share be paid by Arapahoe County Open Space (ACOS) in the future.

Mr. Blodgett stated he is providing maintenance and budget information to Arapahoe County for their review. Commissioner Sharpe indicated a Study Session with the commissioners will be scheduled in the near future. Director Lamberton recommended that he and Mr. Blodgett meet with Mayor Noon to inform the COC of this effort. Ms. Dauer noted the COC has a right of first refusal in the 2010 IGA as the joint owner of the PJCOS.

Mr. Blodgett will schedule a meeting with Director Lamberton, Ms. Dauer and Mayor Noon. The Board confirmed the decision to donate PJCOS to Arapahoe County in exchange for them assuming annual maintenance costs. Director Mojica recommended that this decision be made in conjunction with a decision to lower the mill levy in 2018 or otherwise provide tangible benefits to the District's taxpayers for donating this large asset. The Board concurred.

b. Confirm Quorum for Next Meeting – May 16, 2017 at 5:00 p.m.

The Board confirmed a quorum for the May 16, 2017 meeting.

c. Other

Director Lamberton expressed concern about two items at tonight's Board meeting: 1) Keesen Work Orders for Fertilization and Root Zone Watering – he stated these should be in the basic RFP for all contractors bidding on landscape maintenance in the future. This should not be a Change Order add on when other contractors may have included it in their

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basic price. The Board directed this to be included in the Fall 2017 RFP's for future landscape and maintenance work for 2018; and 2) Director Lamberton express concern about the cost to the District's taxpayers of almost \$6,000 for remobilization by Chavez in Change Order No. 001 because of the delay by Simpson housing for that section of the trail. He indicated the work should have proceeded as planned without waiting on Simpson in order to avoid these additional costs. The Board concurred. Mr. Blodgett and Mr. Lambert will ensure that the Board is informed of any Change Orders for remobilization for any contracts in the future due to the delays by parties that are not in the District's control.

Director Pettway stated that the District's consultants should provide information to the Board regarding reducing their budgets by 10% up to 25% in the future. How can this be accomplished? How many meetings will the Board be able to accommodate in order to reduce the budget?

Director Pettway noted he supported the District transitioning to a "maintenance" District conditioned upon reducing future costs and the mill levy over time.

Director Lamberton and the Board concurred. This will be discussed further at the May 16, 2017 Board meeting.

Adjournment

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


Secretary for the Meeting