

RECORD OF PROCEEDINGS

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

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on July 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 Lambertson; President
Kevin Pettway; Secretary
Troy Burley; Assistant Secretary/Treasurer
Mike Mojica; Assistant Secretary/Treasurer

Also in attendance were:

Bob Blodgett; CliftonLarsonAllen LLP
Kevin Collins; CliftonLarsonAllen LLP
Beth Dauer; Spencer Fane LLP
Ron Lambert; Mulhern MRE
Bill Bauer; Arapahoe County
Mike Genders; Keesen Landscape Maintenance (via telephone)
Julie Christman; 15695 E. Kettle Place (via telephone)

Call to Order Director Lambertson called the meeting to order at 5:00 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 Lambertson 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 Lambertson 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 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.

The Board excused the absence of Director Hoover.

Consideration of
Agenda There were no changes to the agenda.

Public Comment Ms. Christman recommended the Board upgrade the materials in the Broncos Parkway medians and the Jordan Road medians. She indicated the turf within the Broncos Parkway medians west of Jordan Road is very attractive. She stated that the District has grown tremendously in the last ten years and higher quality medians should be provided.

Director Lamberton reported the original medians on Broncos Parkway in 2004 cost \$300,000. It would probably be \$500,000 at this time for turf and the various taps to be provided from ACWWA. In addition, ACWWA's water rates are very high, and additional water would be required for turf. The Board thanked Ms. Christman for her input and welcomed additional comments in the future. The Board deferred any action on improvements to the medians at this time.

CONSENT AGENDA

- a. Approve Minutes of the June 20, 2017 Regular Meeting
- b. Approve June 2017 Claims Totaling \$113,080.92 Represented by
- c. Check Numbers 1020 through 1030, and Director Fees Totaling \$369.40
- d. Accept July 1, 2017 Cash Position Report
- e. Accept June 2017 PJCOS Management Report by ACOS
- f. Accept July 2017 Landscape Maintenance Report
- g. Accept May 31, 2017 Financial Statements
- h. Information Items

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Mr. Blodgett reported the June claims totaled \$113,080.92 including a payment to South Creek Investors for \$81,860 for a partial release of their reimbursement based on acceptance of the storm drainage improvements by SEMSWA. Mr. Collins has reviewed these costs, as well as Mr. Lambert. Both have certified they are in compliance with the District's reimbursement policy. The remaining amounts of approximately \$132,000 will not be released until Arapahoe County accepts the street public improvements.

Director Pettway asked that the District continue to send the backup detail on all invoices to the Board as soon as that is available with the packet.

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

DISCUSSION AGENDA

Maintenance
And
Construction
Projects

a. ACOS Report on PJCOS – Bill Bauer

Mr. Bauer reported they worked with the Arapahoe County Sheriff regarding the illegal softball field and weed cutting that an adjacent resident did within PJCOS. Arapahoe County declined to file criminal charges. Mr. Blodgett reported he discussed with the City of Centennial and the City preferred to leave the matter to the Arapahoe County Sheriff also.

1. Kiosk Repairs

Director Mojica reviewed the two cost estimates received for a new kiosk. The Boyd software technician reported that the kiosk is basically "dead". The Board asked that Mr. Blodgett determine whether the kiosk maintenance and repair is still subject to an annual or five year agreement with Boyd.

Action was deferred on a new kiosk pending the potential transfer of PJCOS to Arapahoe County or the City of Centennial.

b. Update on Broncos Parkway Median (at Jordan Road) Repairs

Mr. Lambert reported that Fasick has scheduled the work in late July or early August.

The Board asked that Mr. Lambert determine if the pattern and color concrete can be completed with the NTE \$10,000 the Board previously approved. Mr. Lambert will let Mr. Blodgett know if there are additional funds required to do this.

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Ms. Dauer reported the contract in the Board's packet is ready for execution.

Upon a motion duly made by Director Mojica, seconded by Director Pettway, and upon a vote, unanimously carried, the Board approved the agreement with Fasick Concrete for Broncos Parkway median repairs at Jordan Road.

c. Status of Broncos Parkway Trailhead Proposed Sign Overlay

After discussion, the Board determined that this is an issue between SEMSWA and Arapahoe County who owns the Trailhead. No action by the Board is required at this time.

f. Landscape Materials Warranty Work

Mr. Genders reviewed the work order for warranty replacement materials that have died. Director Lamberton recommended that the 19 cotoneasters be replaced with another material since they are not suitable in these medians. Mr. Genders concurred.

Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board the warranty replacement work by Keesen subject to a recommendation for replacement of the 19 cotoneasters with another plant material.

g. New Replacement Materials

Mr. Genders reviewed a work order for new plant and tree materials in the amount of \$14,454.

Director Pettway asked that a map indicating the location of the new replacement materials and pictures be provided to the Board first. The Board would also like to review the materials on site with Mr. Genders before making a final decision. Mr. Blodgett will coordinate the meeting with Keesen and Board members to review in the field.

The Board tabled action on the proposed work order pending a review with Mr. Genders on site. This will be re-scheduled for the August Board meeting.

Legal

a. Status of Amendment to 2004 Broncos Parkway Landscape Median Maintenance Agreement with Arapahoe County (Jordan Road to Broncos Parkway Bridge)

Ms. Dauer reported she is still waiting for a draft agreement from Arapahoe County.

b. Consider Approval of an Agreement with City of Centennial for Landscape

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Maintenance in Broncos Parkway Median (Broncos Parkway Bridge to Jordan Road)

Ms. Dauer reviewed the agreement provided by the City. She recommended approval.

Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the agreement with the City of Centennial for Landscape Maintenance in the Broncos Parkway medians from the Broncos Parkway Bridge to Jordan Road.

Financial

a. Bill.com Update

Deferred to the August meeting.

b. Discuss Future District Role and Budget Impacts

Mr. Collins distributed information regarding the District's funds and responsibilities. He stated that in order to become a maintenance or debt only District, the District's responsibilities will need to be assigned to another entity for maintenance of the Jordan Road medians and the Broncos Parkway medians.

The Board discussed the various options and costs associated with reducing the District's construction and maintenance projects. Mr. Blodgett reported these various options and the impact on the District's mill levy will be discussed during the 2018 budget process. Director Mojica stated that any transfer of PJCOS should be associated with a lower mill levy.

c. Status of 2016 Audit

Mr. Collins reported the audit has not yet been prepared for the July 31st deadline. He recommended an audit extension.

Upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board approved an extension of the 2016 Audit deadline to September 30th.

Manager's Items

a. Website Update

Mr. Blodgett reported he will review the website and ensure it is up to date.

b. SDA Annual Conference – September 13-15 at Keystone

The Board members will let Ms. Brandenburger know if they would like to attend the conference this year.

Directors Items

a. Discuss Arapahoe County Response to Possible PJCOS Transfer to

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Arapahoe County or the City of Centennial

Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board went into Executive Session per §24-6-402(4)(a), C.R.S., to discuss the potential conveyance of the Parker Jordan Centennial Open Space at 7:01 p.m.

Upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board adjourned out of Executive Session at 8:31 p.m.

No action was taken.

b. Discuss Methods of Additional Public Participation With the District

Director Mojica reported he has not received any responses to a recent posting on a site regarding the District. This may be removed from future Agendas.

c. Consider Approval of Partial Release to South Creek Investors for Storm Drainage Acceptance - \$80,000

Previously approved.

d. Confirm Quorum for Next Meeting – August 15, 2017 at 5:00 p.m.

A quorum was confirmed for August 15, 2017 at 5:00 p.m.

e. Other

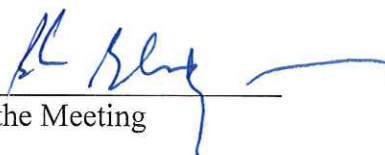
None.

Other
Business

None.

Adjournment

Upon a motion duly made by Director Burley, seconded by Director Mojica, and upon a vote, unanimously carried, the Board adjourned the meeting at 8:35 p.m.


Secretary for the Meeting