

**MINUTES OF A SPECIAL MEETING
OF THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
OCTOBER 16, 2018**

A special meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on October 16, 2018 at 5:00 p.m. at CliftonLarsonAllen LLP, located at 8390 E. Crescent Parkway, Suite 300, Greenwood Village, CO 80111.

Attendance In attendance were Directors:

Bill Lamberton; President
Troy Burley; Assistant Secretary/Treasurer
Mike Mojica, Assistant Secretary/Treasurer (via telephone)
Mark Hoover; Treasurer
Kevin Pettway; Secretary (via telephone until 7:00 p.m., then in person)

Also in attendance were:

Bob Blodgett, Wendi McLaughlin, Kevin Collins, Paul Carpenter;
CliftonLarsonAllen LLP
Tom George; Spencer Fane LLP
Ron Lambert; MulhernMRE
Andrew Firestine & Jonah Schneider; City of Centennial
Bill Winfield & Antonio DeLima; Terracare
Craig Faessler; Jacobs

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

Pledge of Allegiance Director Burley led the Board and the 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 Directors had no undisclosed conflicts concerning the matters on the Agenda.

Consideration of Agenda The Board approved the agenda as submitted.

Public
Comments None.

CONSENT AGENDA

The items listed below are a group of items to be acted on with a single motion and vote by the Board to expedite the handling of limited routine matters. The Board has received the information on these matters prior to the meeting. An item may be removed from the Consent Agenda to the Regular Agenda, if desired. Items on the Consent Agenda are then voted on by a single motion, second, and vote by the Board.

- a. Approve Minutes of the September 18, 2018 Special Meeting
- b. Approve September 2018 Claims Totaling \$11,806.25 and Directors' Fees
- c. Accept September 30, 2018 Financial Statements
- d. Accept October Cash Position Report
- e. Accept October Landscape Maintenance Report
- f. Information Items

Mr. Blodgett reported the September claims total \$11,806.25 and a \$1,000 donation check to Arapahoe County Open Space for the Fall Festival.

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

- a. Discuss Conservation Trust Funds Usage – City of Centennial

Ms. Schneider and Mr. Firestine thanked the Board for the opportunity to submit potential Conservation Trust Fund Projects for District approval in a partnership with the City. She stated she would like the City to prepare a list of potential projects for review by the Board at the November meeting. Mr. Blodgett reported approximately \$190,000 in Conservation Trust Funds are presently available. This is growing at approximately \$30,000 per year. The District has very limited opportunity to use these funds on the District medians which are the only District assets remaining.

Ms. Schneider stated that the benches, waste receptacles and perhaps guardrails over the low water crossing bridge across Cherry Creek near the kiosk in 2019 and new trees are a possibility. Director Mojica suggested bike stations in PJCOS. Ms. Schneider stated limited maintenance of PJCOS may also be eligible.

Mr. Collins asked that the City consider the Phase 2 extension of Fremont Trail from Jordan Road to the Cherry Creek Regional Trail. Phase 1 is being completed by the City of Centennial, Dove Valley Metropolitan District and Arapahoe County Open Space by August 2019. The District is exploring opportunities for this project with the City of Aurora presently.

Ms. Schneider stated the Board would consider this and other trail connections in their list. Further discussion at the November Board meeting.

Maintenance
And
Construction
Projects

a. Stamped Concrete Median Repairs – Discuss Cost Estimates

Mr. Lambert reviewed the four bids received for the stamped concrete median repairs. Terracare is the low bidder at \$48,975. The Board asked whether Terracare had considered traffic control requirements by the City of Centennial. Mr. Blodgett and Mr. Lambert reported Terracare is the city's current infrastructure maintenance contractor so presumably they are aware of these requirements. The Board asked Mr. Lambert to confirm this with Terracare.

Upon a motion duly made by Director Mojica, seconded by Director Burley, and upon a vote, unanimously carried, the Board approved an agreement with Terracare for repairs to the District's stamped concrete medians in the amount of \$48,075, subject to completion by June 1, 2019, and confirmation of traffic control work needed or required by the City and preparation of an agreement by Mr. George and execution by Director Lamberton.

b. Discuss 2019 Landscaped Median Maintenance RFP Responses

Ms. McLaughlin reviewed the three proposals received for 2019 landscape maintenance of the District medians. Proposals were received from Terracare, BrightView and Keesen. After discussion, the Board approved an agreement with BrightView for 2019 for median maintenance work, subject to verification of their winter water costs and review and preparation of a formal agreement by Mr. George. Ms. McLaughlin will obtain the winter water information from BrightView and provide to the Board as soon as it is available

c. Discuss Fremont Trail Phase 2 Project

Mr. Lambert reported he has provided information to Mr. Kurt Bish at the City of Aurora Parks Department regarding the potential Phase 2 extension of the Fremont Trail Connection east of Jordan Road to Cherry Creek Regional Trail. He has not yet received a response. Director Burley strongly recommended that the District contact Aurora Water and ensure they are willing to allow the trail on their property (leased by the Colorado Storm) as owner. Mr. Lambert and Mr. Blodgett will do so.

d. Other

None.

Legal None.

Financial a. Discuss 2019 Budget

Mr. Collins reviewed the draft budget with the Board. The Board asked for further analysis of savings and future interest costs for the District if additional General Fund reserves are allocated to pay the debt in 2019.

b. September 20, 2018 Financial Statements

Mr. Collins reviewed the financial statements with the Board. Upon a motion duly made by Director Pettway, seconded by Director Hoover, and upon a vote, unanimously carried, the Board accepted the September 30, 2018 Financial Statements.

Manager's
Items

a. 2019 Budget

1. November 20, 2018 Board Meeting – Public Hearing to Review and Approve 2019 Budget
2. December 15 – Mill Levy Certification

Review and approval of the 2019 Budget will be scheduled for the November 20th Board meeting. The Board confirmed the schedule.

b. Website Update

Mr. Blodgett reported he, Ms. Brandenburger and Ms. McLaughlin met regarding updates and changes to the District website. These will be accomplished prior to the next Board meeting.

c. Cherry Creek Stewardship Partners Annual Conference –
November 8, 2018 at CU Denver/Wildlife Experience

Mr. Blodgett reported Board members may contact Ms. Brandenburger if they would like to be registered. Mr. Blodgett is attending the lunch meeting session of the conference.

Director's
Items

a. Update on Dog and Weed Control Issues at PJCOS

The City of Centennial Animal Control Services reported they will be providing quarterly reports to the District. The Board recommended again that the City consider earlier hours from 6:00 a.m. to 8:00 a.m. on some days when owners are most likely walking their dogs before work. 8:00 a.m. – 8:00 p.m. will not always interact with many dog owners.

b. Discuss AURA September 27th Letter Regarding Board Position

Mr. Blodgett and Mr. George reviewed the letter from the Aurora Urban Renewal Authority asking the Board if they would like to nominate a Board member to be considered as the Special District Representative to AURA. One Special District Representative must be elected assuming all of the special districts within the City, to serve.

After discussion, the Board members indicated that none were interested at this time.

c. Discuss Holiday Dinner

After discussion, the Board authorized Mr. Blodgett's office to contact Del Frisco's regarding the holiday dinner on December 12th or December 13th. The December Board meeting will most likely be moved in front of the holiday dinner event.

d. Confirm Quorum for the Next Meeting on November 20, 2018 at 5:00 p.m.

A quorum was confirmed. Director Pettway indicated he would be traveling, but will plan to call into the meeting.

Other
Business

Director Mojica reported the recently installed plastic sign on a flagstone rock in the Broncos Parkway Trailhead which symbolizes the District's receipt of donated trees and mulch for the Broncos Parkway median has blown away. He will reinstall it. If it does not work this time, a metal plaque will be purchased.

Adjournment

Director Lamberton adjourned the meeting at 7:50 p.m.



Secretary for the Meeting