

**MINUTES OF A SPECIAL MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARKER JORDAN METROPOLITAN DISTRICT  
HELD  
NOVEMBER 20, 2018**

A special meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on November 20, 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 (via telephone @ 5:15 p.m.)  
Troy Burley; Assistant Secretary/Treasurer  
Mike Mojica, Assistant Secretary/Treasurer (via telephone)  
Kevin Pettway; Secretary (via telephone)

Also in attendance were:

Bob Blodgett, Wendi McLaughlin, Kevin Collins, Paul Carpenter;  
CliftonLarsonAllen LLP  
Tom George; Spencer Fane LLP  
Ron Lambert; MulhernMRE  
Julie Christman; resident (via telephone)

Call to Order      Director Burley called the meeting to order at 5:00 p.m. Upon a motion duly made by Director Pettway, seconded by Director Mojica and upon a vote, unanimously carried, the Board appointed Director Burley as Acting President until Director Lamberton was available by phone and excused the absence of Director Hoover.

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      Upon a motion duly made by Director Burley, seconded by Director Pettway, and upon a vote, unanimously carried, the Board approved

the agenda as submitted.

Public

Comments Ms. Christman stated she was on the telephone to listen to the Board meeting. .

### 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 October 16, 2018 Special Meeting
- b. Approve October 2018 Claims Totaling \$29,446.98 and Directors' Fees
- c. Accept October 31, 2018 Financial Statements
- d. Accept November Cash Position Report
- e. Accept November Landscape Maintenance Report
- f. Approve 2019 Annual Administrative Matters Resolution No. 2018-11-01
- g. Ratify Agreement with TerraCare for Median Repairs - \$48,975
- h. Ratify Agreement with BrightView for 2019 Landscape Maintenance Services - \$24,500
- i. Information Items

Director Pettway recommended that Item B - October Claims, be removed from the Agenda so he could ask several questions. The Board concurred.

Upon a motion duly made by Director Mojica, seconded by Director Pettway, and upon a vote, unanimously carried, the Board approved the Consent Agenda with the removal of Item B.

### DISCUSSION AGENDA

- a. Discuss Conservation Trust Funds Usage

The Board reviewed the email and spreadsheet of potential projects in PJCOS from Ms. Jonah Schneider, Parks Director of City of Centennial.

Director Mojica stated he liked the three number one priorities that are safety related. Following that, maybe the enhancement projects. Director Mojica asked if the City would be funding 50% of the projects.

Director Pettway asked who would provide oversight for each project. Will the Board be able to review and approve such projects as the gazebo and shelter in PJCOS?

After further discussion, the Board decided to invite the City to the January Board meeting for a work session with the Board regarding potential projects and to obtain more detail regarding their location, design and potential schedule for construction in 2019. They also would like to know if the City is going to participate financially in the projects. Mr. Blodgett's office will invite the City to this meeting. The Board asked that the City send additional information prior to the Board meeting.

Director Burley noted it appears that Phase I of the Fremont Trail Extension is not fully funded at this time. Mr. Lambert will clarify with Mr. Crehan.

Mr. Lambert reported he contacted the City of Aurora Parks Department. They have given him a contact in the Aurora Water Department to discuss the project. He will have additional information for the January Board meeting.

Maintenance  
And  
Construction  
Projects

- a. Stamped Concrete Median Repairs – Discuss Schedule

Mr. Lambert reported TerraCare will attempt to begin the project, weather permitting, this month and complete by the end of the year. Mr. George noted the contract has a one year warranty by TerraCare.

- b. Discuss Fremont Trail Phase II Project

Mr. Lambert reported the City of Aurora initially recommended a meeting with Public Works, Planning, Engineering and the Water Department to coordinate all of the input related to the potential Phase II Project. However, due to workload, they decide the Aurora Water Department would meet with Mr. Lambert first. This meeting is pending.

- c. Other

None.

Legal

- a. Other

Mr. George reported he has completed the TerraCare agreement with the District during the past month. He recommended a two year warranty.

However, TerraCare provides a one year warranty which is standard in the industry. He recommended this exception. The Board concurred. He also reported the attorney for the Dove Valley Metropolitan District (DVMD) contacted him regarding the potential joint agreement with the City of Centennial regarding Jordan Road median maintenance. He informed DVMD that the City had declined and things would remain as is with the existing agreement for the time being.

Financial

a. Discuss Increase in CLA Management Services' Hourly Rate to Match Competition

Mr. Blodgett reported that CLA Management services' hourly rate has been \$130 since 2012. He requested an increase to \$140 for services after January 2019. After discussion, upon a motion duly made by Director Mojica, seconded by Director Burley, and upon a vote, unanimously carried, the Board approved the hourly rate increase. Mr. Blodgett reported the CLA Management Services Budget will not increase.

b. Discussion and Approval of Additional \$500,000 Debt Reserve

Mr. Wilson and Mr. Collins reviewed their recommendation to provide an additional \$500,000 transfer into the Debt Service Reserve to call bonds early in the future. Mr. Wilson reported the estimated interest savings are approximately \$300,000. He sent his analysis to the Board during the meeting. After discussion, the Board decided to defer additional discussion for approval in the 2019 budget later in the meeting.

c. Conduct Public Hearing to Consider Amending 2018 Budget; Consider Adoption of Resolution No. 2018-11-02 to Amend 2018 Budget

Mr. Collins reported a 2018 Budget amendment is not needed.

d. Conduct Public Hearing to Consider Adoption of 2019 Budget, Appropriate Expenditures and certify Mill Levies; Consider Adoption of Resolution No. 2018-11-03 to Approve 2019 Budget, Appropriate Expenditures and Certify Mill Levies

Director Lamberton opened the public hearing at 5:52 p.m. He closed the public hearing at 5:53 p.m. There were no public comments. Ms. Christman asked for a copy of the 2019 Budget. Mr. Blodgett's office will send to her.

Mr. Collins reviewed the 2019 Budget with the Board. The present mill levy of 19.433 mills remains the same in 2019. He reviewed the Debt

Service Fund and the transfer of \$500,000 within a Debt Service separate fund for early retirement of the District bonds.

After discussion, upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board approved the 2019 Budget including the additional \$500,000 Debt Service transfer and adopted Resolution 2018-11-03 to Approve the 2019 Budget, Appropriate Expenditures and Certify a Mill Levy of 19.433 mills.

- e. Approve Simmons & Wheeler Engagement Letter for Preparation of 2018 Audit - \$3,900

Upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board approved the Simmons & Wheeler engagement letter for preparation of the 2018 Audit in the amount of \$3,900.

- f. Other

Mr. Collins reviewed the October 31, 2018 Financial Statements with the Board. After discussion, upon a motion duly made by Director Burley, seconded by Director Mojica, and upon a vote, unanimously carried, the Board accepted the Financial Statements and Cash Position Report.

- g. October Claims

Director Pettway asked questions related to the Mulhern MRE invoice of \$100 and other amounts that had not yet been paid. Mr. Collins and Mr. Wilson clarified the receipt of the invoice. They reported some of it had been charged to DVMD for work on Jordan Road medians, per the agreement with DVMD.

After discussion, upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the October claims.

Manager's  
Items

- a. Website Update

Mr. Blodgett reported the website has been updated.

Director's  
Items

- a. Update on Dog and Weed Control Issues at PJCOS

No report.

- b. Confirm Quorum for the Next Meeting on December 18, 2018 at 5:00 p.m. – Discuss Changing to December 12<sup>th</sup> at 4:00 p.m. at CliftonLarsonAllen LLP prior to Holiday Dinner at 5:00 p.m.

The Board decided to cancel the December 18 regular Board meeting and reschedule a special meeting for December 12 at 4:00 p.m. at CliftonLarsonAllen LLP. The Board will adjourn to Del Frisco's for the annual holiday dinner at approximately 5:00 p.m.

Other  
Business

Director Pettway asked about the information in the meeting packet sent by former Director Clint Waldron regarding annexation of Dove Valley Regional Park into the City of Centennial. Director Burley stated that it appears this is what is happening from the email information sent by Mr. Waldron.

Director Burley asked that Mr. Blodgett contact Arapahoe County Open Space and determine if they have any potential projects for the District's Conservation Trust Fund at the Cherry Creek Ecological Park, 17-Mile House or other Arapahoe County Open Space and trails within the District.

Upon a motion duly made by Director Burley, seconded by Director Pettway, and upon a vote, unanimously carried, the Board cancelled the December 18<sup>th</sup> regular meeting and called a special meeting for December 12<sup>th</sup> at 4:00 p.m. at CliftonLarsonAllen LLP.

Adjournment

Director Lamberton adjourned the meeting at 6:15 p.m.

  
Secretary for the Meeting