

RECORD OF PROCEEDINGS

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
OCTOBER 20, 2015**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on October 20, 2015 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
Mark Hoover
Kevin Pettway

Also in attendance were:

Bob Blodgett & Kevin Collins; CliftonLarsonAllen LLP
Mike Mojica; 8142 S. Mobile Way, Englewood
Dave Reid; South Metro Fire Rescue (via telephone)
Clint Waldron; Former Board Member
Bill Bauer; Arapahoe County Open Space

Call to Order

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

Pledge of
Allegiance

Mr. Bauer 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

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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 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

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved the Agenda as submitted. The Board excused the absence of Director Leyn.

Public Comment

Mr. Bauer thanked the Board for their \$500 contribution to the Arapahoe County Open Space (ACOS) Fall Festival earlier in October.

Board Vacancy

a. Recognition of Former Board Member, Clint Waldron 2008-2015

The Board presented former Director Waldron a memento for his seven years of service from 2008-2015 as Board Vice President. Mr. Waldron thanked the Board for their work over the past years.

b. Review Candidates

Mr. Mojica was the only candidate. The Board interviewed Mr. Mojica and discussed his background and qualifications and interests in being on the Board.

c. Consider Appointment to Vacant Position

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board appointed Mr. Mojica to the Board.

d. Oath of Office

President Lamberton administered the Oath of Office to Mr. Mojica.

e. Election of Officers

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Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board elected Mr. Mojica as an Assistant Secretary/Treasurer. The Vice President position will remain vacant at this time.

CONSENT AGENDA

Director Lamberton recommended removal of the September 30, 2015 Financial Statements for later discussion today and deferral of the 2015 Property Insurance Schedule for the November meeting. The Board concurred. Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board approved the Consent Agenda with the exception of these two items.

- a. Approved Minutes of the September 15, 2015 Regular Meeting
- b. Ratify September Claim to Arapahoe County for \$500
- c. Approve Current Claims Totaling \$19,861.66 and Directors' Fees Totaling \$217.05
- d. Accept October 1, 2015 Cash Position Report
- e. Accept October 2015 PJCOS Management Report by ACOS
- f. Accept October 13, 2015 Letter from Shannon Carter Regarding Possible Sale of PJCOS
- g. Approve First Amendment to IGA with Arapahoe County for PJCOS Maintenance

Director Lamberton recommended the Board rescind the offer to sell their 50% portion of PJCOS to Arapahoe County for \$250,000. He stated that the Board should seek full value of the \$1,743,000 the Board paid for their 50% share of the property in 2009. The Board concurred. Mr. Blodgett will draft a letter for Director Lamberton's signature to Commissioner Nancy Sharpe.

DISCUSSION AGENDA

Capital Projects Discussion and Possible Action Concerning Proposed Regional Community Facility

Mr. Waldron reported that a developer is still meeting with the Fetters family to discuss possible purchase of their tract for future development. If this occurs, the District will be able to negotiate with the new owner regarding a possible Regional Community Facility adjacent to Tagawa.

No action was taken.

Maintenance
Projects

- a. Discuss October PJCOS Controlled Burn By South Metro Fire Department

Mr. Reid joined the meeting by telephone. He explained that the burn

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will be safely conducted by the South Metro Fire Department. They have conducted hundreds of these over the years. The target date at the earliest will be November 15-16. However, the actual burn date could be anytime in November or December, depending on the weather and other factors.

After discussion, the Board authorized South Metro Fire Department to proceed. Mr. Blodgett will finalize the letter to residents of the District which will be sent in the ACWWA utility bills during the week of November 2nd. Mr. Reid reported the actual burn date may not be known until one or two days before the actual day. The District will attempt to re-notify everyone concerned at that time.

- b. Discuss Cox Professional Services Medians Plant Replacement Proposal, \$34,143 – Directors Pettway and Hoover

Directors Pettway and Hoover reported that Mr. Cox has not provided the requested information regarding revisions to the proposal since they met with him on site on September 21st. Director Lamberton recommended waiting since we are so late in the season at this point in time.

Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board voted to rescind acceptance of the \$34,142 work order with Cox Professional Landscaping Services and re-bid it to other contractors for completion in the Spring of 2016.

The Board also authorized Mr. Blodgett to seek proposals from other landscape maintenance firms for 2016 landscape maintenance services prior to the November Board meeting.

Legal

None.

Financial

- a. Discuss 2016 Budget Schedule

1. Discuss Goals

Deferred.

2. Discuss Draft Budget

Mr. Collins reviewed the draft budget with the Board. The Board had no changes at this time. The Board asked Mr. Blodgett to contact Director Leyn and determine if he will be at the November meeting to discuss the budget. If not, they asked that he meet with Mr. Collins as needed to provide recommendations to the Board prior to the November Board meeting.

3. Call Public Hearing to Review and Approve 2016 Budget at the November 17, 2015 Regular Meeting

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Upon a motion duly made, seconded, and upon a vote, unanimously carried, the Board called a public hearing to review and approve the 2016 Budget at the November 17, 2015 regular meeting.

4. 2016 ACOS Grants

The Board authorized Mr. Mendisco to attend one of the mandatory grant training meetings in November so that the Board may submit a grant proposal in 2016 if desired.

Manager's Items

a. Referrals

Mr. Blodgett reviewed the Smitty's Sprinklers proposal with the Board. It is a new building in the Cherry Creek Business Park. The District will send City of Centennial their standard letter related to our system development fees due at the time of building permit, final plat or site plan approval, whichever comes first.

Mr. Blodgett reviewed the PJCOS final plat referral from the City of Centennial. This was required by the City as part of the recent IGA Amendment. Mr. Lambert reviewed on behalf of the District and found it in order. Mr. Blodgett will let the City know the plat is supported by the District.

b. Website Update

Mr. Blodgett reported the website is up to date.

c. CCSP Annual Conference – November 4th

Mr. Blodgett is attending. No Board members are attending at this time.

d. Confirm Quorum for Next Meeting – November 17, 2015 at 5:00 p.m.

A quorum was confirmed for the November 17, 2015 Board meeting.

e. Other

Director Lamberton recommended the Board have their annual holiday dinner on Thursday, December 3rd. Mr. Blodgett's office will coordinate the event and contact possible restaurants.

Other Business

The Board asked that Mr. Collins be available to meet with Mr. Mojica as needed for orientation prior to the next meeting with he and Mr. Blodgett.

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Director's
Items

None.

Adjournment

Upon a motion duly made, seconded, and upon vote, unanimously carried,
the meeting was adjourned at 8:35 p.m.



Secretary for the Meeting