

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

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on February 20, 2018 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
Kevin Pettway; Secretary
Mark Hoover, Treasurer
Troy Burley; Assistant Secretary/Treasurer
Mike Mojica; Assistant Secretary/Treasurer

Also in attendance were:

Bob Blodgett & Kevin Collins; CliftonLarsonAllen LLP
Jeff Krosky; Chancery Construction
Rick Kron; Spencer Fane LLP

Call to Order Director Lamberton 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. The Directors had no undisclosed conflicts concerning the matters on the Agenda.

Consideration of Agenda There were no changes to the Agenda.

Public Comment None.

CONSENT AGENDA (5:05-5:10)

- a. Approve Minutes of the January 16, 2018 Regular Meeting
- b. Approve January Claims
- c. Accept February 2018 Cash Position Report
- d. Accept February Landscape Maintenance Report
- e. Information Items

Director Pettway recommended removal of Item b, January Claims for further discussion. The Board concurred. Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the Consent Agenda as amended.

DISCUSSION AGENDA (5:10-5:45)

Maintenance
And
Construction
Projects

- a. Status of Proposals for Stamped Concrete Median Repairs

Mr. Krosky stated Chancery Construction would like to assist the District in repairing the medians. He reviewed cost information related to different types of repair and replacement. The Board asked that the stamped concrete be replaced in kind in each median where it is required. After discussion, the Board set a tour with Directors Mojica and Burley and Mr. Lambert and Mr. Krosky to review the necessary repairs to the medians and report back at the March Board Meeting.

- b. Discuss Broncos Parkway Medians

Director Lamberton reviewed the cost to construct the original Jordan Road and Broncos Parkway medians provided by Arapahoe County Public Works as part of the closeout costs report in 2003 and 2005. The Jordan Road medians were approximately \$230,000. Director Lamberton stated it was not clear if these costs included necessary tap fees within the medians. After discussion, the Board expressed a desire to keep the existing design on both Medians and limit additional costs to repair or replacement of shrubs and trees with rocks as they die and are removed.

Director Lamberton then noted that Ms. Christman had sent another email to the Board following the January Meeting indicating disagreement with the Board's position at other meetings. Director Lamberton had agreed to contact Ms. Christman and set a meeting with her, Director Burley and Mr. Blodgett to discuss the cost of the medians and the District's position on them in the future.

Director Mojica reported Tagawa Gardens has agreed to donate two trees for the medians. He has not yet heard from Big Horn landscape regarding a donation of rocks. Director Mojica will coordinate with Keesen Landscape regarding the tree donation.

Legal

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

Mr. Kron reviewed with the Board. After discussion, upon motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the Amendment to the 2004 Broncos Parkway Landscape Median Maintenance Agreement with Arapahoe County.

b. Status of May 2018 Director's Election

Mr. Kron reported there are three positions to be filled on the Board in May. Directors Lamberton and Pettway provided their self-nomination forms. Mr. Hoover reported he will not be running for re-election. Mr. Kron reported if there are only three candidates for the election in May, the election will be cancelled. The Board can appoint an individual to the vacancy at any time in the future.

c. Legislative Update

Mr. Kron provided an update on legislative items that may affect the District. He reported the most significant change may be a bill to move the District Board Elections to odd numbered years from even in the future starting in 2021. Mr. George will provide a further update at the March Board meeting.

Financial

a. Status of 2017 Audit

Mr. Collins reported the audit work will begin in March. It should be available at the May or June Board meeting.

b. Final Settlement of PJCOS Reserve Fund with City of Centennial

Mr. Collins reported there is payment of approximately \$47,000 to the City of Centennial in the checks today to reimburse them for 50% of the accumulation of monies in the Reserve Fund from 2012 to 2017. The District also retains half of these funds.

Manager's
Items

a. Website Update

Mr. Blodgett reported he will add additional information to the website regarding the District's 2018 Budget Mill Levy reduction and the transfer of PJCOS to the City of Centennial. The 40 year deed restriction and new IGA with Centennial will be placed on the website.

Director's
Items

a. Discuss iPad Replacements and Upgrades

Mr. Blodgett reviewed the previous actions of the Board from the Board Meeting Minutes since 2011 regarding iPads for the District Board Members. The previous policy has been that each new Board Member be provided an iPad for their use. Board Members may receive up to \$500 towards a laptop for that use. And, the District Board members may retain their iPads if they leave and have fulfilled their term. If they leave prior to their term being concluded, they will have to return the iPad or pay a prorated amount to keep it.

The Board decided that four years was a reasonable replacement policy for the iPad due to technological changes. Further, the iPad can be replaced once by the District at no cost if it is broken in the course of business by a Board Member. They also asked that the \$500 number be updated based on the current cost of an iPad. Mr. Blodgett will put all the information in the form of a policy draft to be reviewed at the March Board meeting.

Upon motion by Director Pettway and seconded by Director Hoover, and upon a vote, unanimously carried, the Board authorized Mr. Blodgett to move forward as described above.

b. Discuss Mission Statement

The Board asked that Mr. Blodgett provide examples of goals and objectives from other Districts. He will provide an example of one from another District. Mr. Kron will provide one from the Downtown Business Partnership Business Improvement District. None of the consultants were

aware of a mission statement by another District. The Board also asked that the stated objectives of the District in the original Service plan be provided for review at the March Board meeting.

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

A Quorum was confirmed.

Other
Business

a. January 2018 Claims

Mr. Blodgett and Mr. Collins reviewed the work done by CLA in January which caused their bills to be over budget. Mr. Blodgett reviewed the other claims with the Board. Director Pettway thanked everyone for their explanations.

Upon motion duly made by Director Pettway seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the January claims in the amount of \$74,045.06.

Director Hoover recommended that Mr. Blodgett send a letter to the Fetters family indicating that PJCOS is now 100% owned by the City of Centennial. The Fetters will need to coordinate occasionally regarding their animals and their future access to their water rights easements. Mr. Blodgett reported that the email he sent after the last Board meeting had been returned as undeliverable.

Adjournment Director Lamberton adjourned the Board Meeting at 6:45 p.m.


Secretary for the Meeting