

**MINUTES OF A REGULAR MEETING
OF THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
APRIL 17, 2018**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on April 17, 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, Paul Carpenter & Shelby Clymer;
CliftonLarsonAllen LLP
Andrew Firestine; City of Centennial
Tom George; Spencer Fane LLP
Mike Genders & Jamie Reis; Keesen
Ron Lambert; Mulhern MRE

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

Pledge of Allegiance Mr. Lambert 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 Agenda was approved as submitted.

Public Comment 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 March 20, 2018 Regular Meeting
- b. Approve March 2018 Claims Totaling \$16,082.92 and Directors' Fees
- c. Accept March 31, 2018 Financial Statements
- d. Accept April Cash Position Report
- e. Accept April Landscape Maintenance Report
- f. Ratify Tablet/Device Purchase and Replacement Policy
- g. Information Items

Director Lamberton asked that the April Landscape Maintenance Report be removed from the Consent Agenda to the Discussion Agenda. The Board concurred.

Mr. Blodgett reported the March claims were increased due to an additional ACWWA bill.

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

Maintenance
And
Construction
Projects

- A. Review Proposal for Stamped Concrete Median Repairs from Chancery - \$TBD

Mr. Lambert reported he has contacted the City of Centennial to determine if they will do curb and gutter repairs prior to the District getting a proposal from Chancery for stamped concrete median repairs. He is waiting for their response. It was determined that the entire Jordan Road medians between County Line and Arapahoe Road are all within the City of Centennial.

Mr. Blodgett noted that the original Jordan Road median maintenance agreement was between the District and Arapahoe County. It was later amended to provide the Dove Valley Metropolitan District paid for half the annual cost. Mr. Blodgett will provide the agreements to Mr. George for review. They will need to be amended to include the City of Centennial as a party and remove Arapahoe County.

b. Discuss Broncos Parkway Medians

1. Status of Tree and Rock Donations and Installation - \$5,626 –
Director Mojica

Director Mojica reported that Big Horn and Tagawa are ready to make their rock and tree donations respectively. The Board reviewed the recent proposal. Mr. Reis indicated it can be reduced based on the amount of rock being placed in the median. He will coordinate with Director Mojica and Big Horn and revise the work order request for review at the May Board meeting.

c. Discuss DVMD Request for Lone Tree Creek Trail Support

Director Lamberton reported he signed a letter supporting a review of potential future partnerships with Dove Valley, the City of Aurora and others. The District made no commitments. Director Lamberton thanked Directors Mojica and Burley for their input on the revised letter.

Mr. Blodgett reported he discussed this project with Mr. Crehan. The Dove Valley Metropolitan District is requesting a \$50,000 planning grant at this time.

d. Accept April Landscape Maintenance Report

The Board discussed with Mr. Genders and Mr. Reis Keesen's standard maintenance practices and the Board's concerns about trash collecting on the medians from nearby construction sites. Mr. Reis indicated that Keesen would communicate the Board's concern to personnel at the construction sites whenever possible. Following discussion, the Board accepted the April Landscape Maintenance Report.

Legal

a. Legislative Update

Mr. George reported that the bill allowing non-Colorado residents to vote would in District Director elections is still proceeding through the legislature. It has been amended to provide that allowing such non-

Colorado residents to vote would be at the option of the affected District. Mr. George will provide further updates at the Board's May meeting.

- b. Status of Broncos Parkway Landscape Maintenance Agreements with the City of Centennial and Arapahoe County.

Mr. George reported Arapahoe County is executing the agreement. The City of Centennial has placed the amended agreement on their May agenda. This is the earliest that it can be considered due to the City's agenda workload in April and May.

Financial

- a. Status of 2017 Audit

Mr. Collins reported the audit work will begin soon, and it will be presented at the June Board meeting.

- b. Discuss New Safety and Loss Prevention Grant Allocations

Mr. Collins reported that the District has approximately \$2,000 in safety and loss prevention grant funds. However, since the District has no employees, it is difficult to find an allowed use for the funds. CLA will discuss with the safety pool ways in which the District can use the funds in an allowable manner and report back at the May Board meeting.

- c. Bill.com

Ms. Clymer reviewed with the Board the procedure for utilizing bill.com to approve electronic payments of future District invoices. Directors Pettway, Mojica and Hoover will be trained on the new system to approve invoices. She will send information to them and can provide a training conference call if needed. She reported the fee is \$75 per month. The Board thanked Mr. Collins and Ms. Clymer for this initiative.

Manager's Items

- a. Website Update

Mr. Blodgett reported the website has been updated with information regarding the PJCOS transfer. The Chronology from 1988-2018 regarding cooperation with Arapahoe County and other entities on various projects is also updated. Ms. Brandenburger will provide that to the website this week.

- b. Update on Dog Issues at PJCOS

Mr. Firestine thanked the Board for the opportunity to discuss leash laws and waste from dogs in PJCOS. He reported Mr. Stafford will attend the

May Board meeting. He stated the City of Centennial resources are slim. There are five animal control officers for 29 sites within the City. He stated that he will develop a plan of action to address the concerns in PJCOS.

Director Lamberton described the Board's potential offer to pay for another contract animal control officer to patrol PJCOS until the problem is substantially eliminated.

Mr. Firestine indicated he would discuss that with his staff and animal control services, and determine if that is possible. The City does contract with HSPPR for the services. An additional contract officer could possibly be added.

Director Lamberton recommended an additional officer be in place all summer to address the problems. Mr. Firestine will report back to Mr. Blodgett prior to the May Board meeting.

Director Pettway expressed concerns that the problem continues to get worse and it doesn't appear that the City has been able to keep up with it. The Board agreed they should give Mr. Firestine and the City an opportunity to address the problems before taking any further action.

Director's
Items

a. Discuss Goals and Objectives and Mission Statement

The Board reviewed the draft Mission Statement and Statement of Purpose prepared by Mr. George. They decided that the phrase "and beyond" and other references to beyond the boundaries of the District should be removed. Otherwise, they were very satisfied with the Purpose and Mission.

Upon motion by Director Pettway and seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the Purpose and Mission Statement as amended. Mr. George will revise the Mission Statement and Statement of Purpose as directed.

b. Confirm Quorum for the Next Meeting on May 15, 2018 at 5:00p.m.

A quorum was confirmed.

Other
Business

Mr. George asked Director Hoover to send Mr. Blodgett a brief statement of interest in being appointed to fill the forthcoming vacancy on the Board when his term expires on May 8th, if indeed, Director Hoover was interested. Director Hoover indicated he would do so.

Adjournment Director Lamberton adjourned the meeting at 6:30 p.m.


Secretary for the Meeting