

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARKER JORDAN METROPOLITAN DISTRICT  
HELD  
AUGUST 20, 2019**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on August 20, 2019 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; Asst. Secretary/Treasurer  
Kevin Pettway; Secretary

Also in attendance were:

Bob Blodgett, Wendi McLaughlin, Kevin Collins & Paul Wilson;  
CliftonLarsonAllen LLP  
Tom George; Spencer Fane LLP  
Jessica Morrissey & Scott Wiersema; BrightView  
Ron Lambert; Mulhern MRE  
Steve Witter; ACWWA

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.

Upon a motion duly made by Director Mojica, seconded by Director Burley, and upon a vote, unanimously carried, the Board excused the absence of Director Hoover.

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 July 16, 2019 Regular Meeting
- b. Accept July 2019 Claims Totaling \$10,307.26 and Director's Fees
- c. Accept August 2019 Cash Position Report
- d. Ratify BrightView Addendum to 2019 Landscape Services Agreement - \$744
- e. Information Items

Mr. Wilson reported there were three additional claims bringing the total amount to \$233,623.86 The primary addition is the annual payment to Arapahoe County per the District's two mill levy IGA.

Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the Consent Agenda subject to Director Pettway's final review of the additional claims.

## **DISCUSSION AGENDA**

Maintenance  
And  
Construction  
Projects

- a. Update on Broncos Parkway Median Leak – Wendi McLaughlin

Director Lamberton reported he, Mr. Witter, Ms. McLaughlin, Mr. Lambert and Ms. Morrissey met for one hour prior to the Board meeting to discuss the current status of the District's high usage water bills from April and May supposedly due to a leaky valve in the median irrigation line that had been activated by Arapahoe County Open Space. Mr. Wiersema reported that the valves weren't actually leaking, but they were open when he closed them on April 30<sup>th</sup>.

Mr. Witter provided an update on ACWWA's efforts to identify any discrepancies in the amount of usage billed to the District. Mr. Wiersema reported the serial number for the meter was tested and the meter in the field does not exist. ACWWA is reviewing this issue.

Director Lamberton reported that any additional usage caused by the open valves should be paid for by Arapahoe County Open Space if in fact ACWWA does not find that the meter was inaccurate or inaccurately read.

Mr. Witter agreed to verify that the meter pulled from the median was the same one tested by ACWWA and is an analog meter and is running properly. He will also again review ACWWA's records for any human error in transposing the actual usage readings. He will inform Mr. Blodgett of his findings within the next few days.

After additional discussion, the Board directed CLA to invoice Arapahoe County Open Space for approximately \$3,854 that the District has paid ACWWA for high usage during April and May, unless ACWWA finds a reason to reduce the bill to the District.

Mr. Blodgett will inform Arapahoe County Open Space.

b. Landscape Maintenance Report – Jessica Morrissey, BrightView

Ms. Morrissey reviewed with the Board. She reported the work on the Broncos Parkway median enhancements would begin the week of August 26<sup>th</sup>. The Board thanked her for her report.

c. Discuss Separate ACOS Irrigation Meter for Broncos Parkway Trailhead

Ms. Morrissey reviewed the separate irrigation meter work order proposal for \$4,225. She stated there are other less expensive options to track the additional usage by Arapahoe County Open Space at the Broncos Parkway Trailhead. It may be easier to allocate a certain percentage of the bill each month during the summer to avoid the additional cost of meter, and tap fees to ACWWA. No action was taken; further discussion will be had at the September Board meeting.

d. Status of PJCOS CTF Projects with the City of Centennial

Mr. Blodgett reported that after review by the Board, he notified the City of Centennial that the bids for additional benches, pet waste stations, the bike station and the crusher fine trail were approved. The projects are well under the agreed-upon budget with the City to-date.

Director Pettway asked that the City improve the signage on the Cherry Creek Regional Trail at the southern end of PJCOS for bicyclists going northbound who must take a hard right across the bridge. The trail

appears to continue in the South Creek neighborhood. However, it dead ends and this is not the regional trail.

In addition, he noted that the trash bags at the pet waste stations are falling to the bottom of the basket, and are not secure on the edges. Further, the 5K trail loop at the southern end of PJCOS is not clear so runners and walkers are taking a shortcut which makes the route less than a 5K.

Ms. McLaughlin will notify the City.

- e. Status of Live Roof at Broncos Parkway Trailhead (ACOS and Tagawa to meet)

Mr. Blodgett reported that Arapahoe County Open Space and Tagawa will meet separately to review this issue. The District is not involved. This will be removed from future agendas.

- f. Status of CTF Projects with ACOS

No report.

- g. Other

The Board asked if other areas adjacent to the Broncos Parkway Trailhead and the Tagawa property in PJCOS are also irrigated with the Broncos Parkway median that ACOS utilizes. Where does the irrigation to the row of trees installed by the District along the Fetter's fence line come from? Mr. Lambert will review the irrigation system from the median with the City of Centennial and ACOS, and report back at the September Board meeting.

#### Legal

- a. Discuss ACWWA Rules and Regulations Regarding Billing Appeals

Mr. George reviewed the options for the District to appeal its high usage bills to ACWWA. The first step would be to initiate a formal appeal to the General Manager, Steve Witter, very similar to what has been accomplished informally to date. Mr. Witter offered an additional 25% credit to the District. If the District initiates a formal appeal and appeals a decision to the ACWWA Board, the District must pay for the cost of the proceedings.

After discussion, the Board decided to accept the 25% credit from ACWWA without formal appeal to bill ACOS for the remaining District out-of-pocket costs.

#### Financial

- a. Review July 31, 2019 Financial Statements

Mr. Wilson reviewed 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 July 31, 2019 Financial Statements.

b. Discuss 2020 Budget

Mr. Collins reviewed the 2020 Budget process with the Board. He will continue to accumulate reserve funds in the draft budget so the District's debt may be paid off earlier in the future.

c. Status of 2018 Audit

Mr. Collins reported the 2018 Audit was filed with the State Auditor's office.

Manager's  
Items

a. 2020 Budget Schedule

1. August 25 – Preliminary AV Received
2. October 15 – 2020 Draft Budget Received by Board
3. November 19, 2019 Board Meeting – Public Hearing to Review and Approve 2020 Budget
4. December 15 – Mill Levy Certification

The Board accepted the schedule.

b. Website Update

Mr. Blodgett reported the website is up-to-date. CLA will file the Online Posting Resolution with the Division of Local Government.

c. SDA Conference – September 18-20, Keystone, CO

CLA will register any Board members who can attend.

Director's  
Items

a. Discuss Cherokee Trail Extension South of Broncos Parkway – Director Mojica

Director Mojica is awaiting a response to his email to Public Works Director Jeff Dankenbring regarding the possible approval of a plan to cut the median and provide left turn in and left turn out movements at the private road between Tagawa and the Broncos Parkway Trailhead.

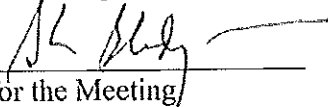
Director Burley noted that the District should not spend any more time or effort on this project until it is certain the City will support it asking why would this not have been accomplished 10 years ago if it was feasible.

- b. Confirm Quorum for the Next Meeting on September 17, 2019 at 5:00 p.m.

The Board confirmed a quorum for September 17, 2019.

Adjournment

Director Lamberton adjourned the meeting at 7:15 p.m.

  
Secretary for the Meeting