

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
APRIL 21, 2020**

A special meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on April 21, 2020 at 5:00 p.m. at CliftonLarsonAllen LLP, located at 8390 E. Crescent Parkway, Suite 300, Greenwood Village, CO 80111.

***NOTE: given current events and current advice and directives from local, state and federal jurisdictions related to COVID-19, this meeting is being held by teleconference and virtual meeting only. Board members, consultants and members of the public may participate by teleconference or by computer/tablet by utilizing the following information: URL link:**

<https://global.gotomeeting.com/join/492874421>; Conference Line: 1 877 309 2073; Access Code: 492-874-421

Attendance In attendance via video and/or telephone were Directors:

Kevin Pettway; Secretary
Mark Hoover; Treasurer (joined at 6:10 p.m.)
Troy Burley; Assistant Secretary/Treasurer
Mike Mojica; Assistant Secretary/Treasurer

Also in attendance via video and/or telephone were:

Bob Blodgett, Jerel Sangster & Cathee Sutton; CliftonLarsonAllen LLP
Tom George; Spencer Fane LLP
Eric Keesen & Jeff Kyzer; Brightview
Tim Rice; City of Centennial Animal Services
Ron Lambert; Mulhern MRE

Call to Order Director Pettway called the meeting to order at 5:10 p.m. Upon a motion duly made by Director Hoover, seconded by Director Mojica, and, upon a vote, unanimously carried, the Board appointed Director Pettway as acting President of the Board meeting and excused the absence of Director Lamberton.

Pledge of Allegiance Director Mojica 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 Board approved the Agenda.

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 March 17, 2020 Regular Meeting
- b. Approve March 2020 Claims Totaling \$14,480.89 and Directors' Fees
- c. Accept April 2020 Cash Position Report
- d. Information Items

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

DISCUSSION AGENDA

Maintenance and Construction Projects

- a. Landscape Maintenance Report – Eric Keesen & Jeff Kyzer, BrightView

Mr. Keesen reviewed the April Landscape Maintenance Report with the Board. He reported Ms. Morrissey would not be able to return as account manager for the Brightview contract. He introduced Mr. Kyzer who will be the new account manager. The Board welcomed Mr. Kyzer to the team.

Mr. Keesen reported he and Mr. Kyzer did a walk-thru of all of the medians in the past week. He reviewed pictures of the medians with the Board. He reported the stretch of median in Broncos Parkway of approximately 10' x 20' of junipers have turned brown. It does not appear to be mites, but may be voles. He will continue to monitor when the irrigation has been turned on.

Mr. Keesen reported the replacement of shrubs and grasses in the Jordan Road/Hinsdale medians has not yet begun. He stated the tree replacements primarily in the Broncos Parkway median have also not yet begun. These will be scheduled in May.

He reported several of the tree replacements are at the location of the future Broncos Parkway median cut at the Tagawa entry by the City of Centennial. There are 5-6 trees which potentially can be relocated. However, the District does not have room for them in the medians. Relocating in Arapahoe County Open Space (ACOS) areas is a possibility. Mr. Blodgett will contact ACOS to determine if they have an interest.

After further discussion, the Board accepted the Brightview report. There were no work orders presented this month.

1. Discuss Broncos Parkway Median Improvements

Not discussed.

b. Update on City of Centennial CTF Projects

Ms. Sutton reported there are no updates from the City of Centennial CTF Projects since the last Board meeting.

c. Update on Arapahoe County Open Spaces CTF Projects

Ms. Sutton reported there are no updates from the Arapahoe County Open Spaces CTF Projects since the last Board meeting.

d. Update on Broncos Parkway Median Irrigation System for Broncos Parkway Trailhead – Plan for April 23rd – Ron Lambert

Mr. Lambert reported he and Mr. Crabb from Arapahoe County Open Spaces, Brightview and Mr. Sangster from CLA will meet on site at 11:00 a.m. o April 23rd to activate the irrigation system for the median at the Broncos Parkway Trailhead.

e. Update on Future Broncos Parkway Median Cut at Tagawa Gardens Entryway

Mr. Dankenbring informed Mr. Blodgett that this project and all other City projects for 2020 are presently on hold due to the COVID-19 crisis.

Legal

- a. Review and Consider Approval of Cost Sharing IGA with ACOS Regarding Broncos Parkway Trailhead Irrigation Usage (ACOS – 80% and PJMD – 20%)

Mr. George reported he has not received any comments from the County Attorney's office. Mr. Blodgett reported he has not received any comments for ACOS other than verification that the Trailhead uses 80% of the irrigation water from this median tap.

Mr. Lambert will provide the necessary exhibits of the agreement within the next two weeks following his on-site meeting on April 23rd. Mr. Blodgett and Mr. George recommended the Board approve the IGA subject to addition of the exhibit and non-substantive comments from Arapahoe County. Mr. George will send the final IGA to Director Lambert for signature and transmit it to ACOS for review and approval.

Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a roll call vote, unanimously carried, the Board approved the IGA, subject to the addition of the exhibit and non-substantive comments by Arapahoe County.

- b. Other

Mr. George reported the May 5, 2020 Directors' Election was cancelled due to no more candidates than vacancies. Directors Hoover, Burley and Mojica have been re-elected. They will take their Oaths of Office within 30 days of the May 5th election date. These can be administered at the May 19th Board meeting in person or electronically in front of a notary that month.

Financial

- a. Review March 31, 2020 Financial Statements

Ms. Sutton reviewed with the Board. Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a roll call vote, unanimously carried, the Board accepted the March 31, 2020 Financial Statements.

Ms. Sutton also reviewed the Cash Position Report. She stated that Redhawk Ridge Elementary School has asked the District to hold the \$1,200 contribution for field improvements until the school has re-opened.

- b. Discuss Debt Service Bond Payment Early Retirement Options

Ms. Sutton and Mr. Collins reviewed with the Board. Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a roll call vote, unanimously carried, the Board approved the early retirement of the 2015 bonds and 2012A bonds. There will be further discussion regarding the 2012B bonds during the 2021 Budget process in October and November.

Manager's
Items

a. Status of Start-Up Business Grant Applications

Mr. Blodgett reported the start-up application flyers were distributed with the ACWWA water and sewer bills the first week of April. The District has also received two applications. The information is on the District website, and has also been mailed to the HOA's within the District and the Cherry Creek Business Center Association. Director Mojica reported he has posted the information on the Next Door app.

b. Discuss Safety Grant Funds

Mr. Blodgett and Ms. Sutton reviewed the Safety Grant Funds availability and program eligibility. Director Pettway asked if the funds could be used for animal safety programs related to dogs in PJCOS. Mr. Blodgett will check with the Lottery Administration.

c. Website Update

Mr. Blodgett reported the website is up-to-date.

d. Other

None.

Directors
Items

a. Off-Leash Dogs in PJCOS

Director Pettway reported increased violations of dogs off-leash and owners not picking up after their pets during the past 30-60 days. He discussed his email to Mr. Rice and the pictures of violators.

Mr. Rice thanked Director Pettway for his information. He reported that Animal Services is looking for different ways to approach the issue in PJCOS. Clearly there are people and dogs out more often and all day in PJCOS. Their current patrol method of being there in 30-minute increments once or twice a day is not working. Their present hours are 8:00 a.m. – 5:00 p.m. which needs to be revised so that they are there early in the morning when people are out with their dogs before 8:00 a.m. Director Mojica suggested using the Next Door app to increase awareness of the rules for dogs within PJCOS.

Mr. Rice suggested perhaps handing out goodie bags to people who have their dogs on a leash or are picking up. This would reward them for good behavior.

Mr. Rice explained that in the Arapahoe County Unincorporated area of South Creek dogs can be under voice control and off-leash. The laws in the different jurisdictions can be confusing to homeowners and visitors.

Director Mojica reported he could donate dog leashes from his wife's business. Director Pettway recommended a special event with the shad structure, handouts, drinks, information material, etc. which the District could organize to inform pet owners of the rules within PJCOS.

Director Pettway also suggested large temporary signs informing visitors regarding the rules for off-leash dogs.

Director Mojica suggested a possible event at the 70-Mile House in the southern part of the District which is owned by ACOS.

After further discussion, the Board asked Mr. Blodgett to check with the City of Centennial regarding temporary large signs and special events that could be held at PJCOS for dog owners on a Saturday in the future.

b. Discuss Property Tax Deferrals – Director Mojica

Director Mojica reviewed his information sent to Mr. George and Mr. Collins regarding the District possibly abating property taxes for several months due to the COVID-19 crisis and so many individuals and small businesses being out of work or shut down. Mr. George explained that under the statutes, the District is already levied property taxes from 2019 for collection in 2020. The County Assessor collects these revenues and remits them to the District. The District could consider some action related to their property tax with the 2021 Budget.

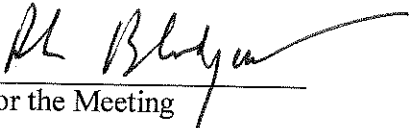
Director Mojica stated he understood this is more of a statewide issue that would need to be addressed for all districts and municipalities and governments by the Governor and some other state agency. He thanked the Board for their consideration and the information from Mr. George and Mr. Collins.

The Board expressed unanimous sympathy and agreement with Director Mojica's concerns.

c. Confirm Quorum for Next Meeting on May 19, 2020 at 5:00 p.m.

A quorum was confirmed.

Adjournment Director Lamberton adjourned the meeting at 6:55 p.m.


Secretary for the Meeting