

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
MAY 19, 2020**

A special meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on May 19, 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 was held by teleconference and virtual meeting only.**

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

Bill Lamberton; President
Kevin Pettway; Secretary
Mark Hoover; Treasurer
Troy Burley; Assistant Secretary/Treasurer
Mike Mojica; Assistant Secretary/Treasurer

In attendance at the meeting at location was Bob Blodgett,
CliftonLarsonAllen LLP

Jerel Sangster, Kevin Collins & Paul Wilson; CliftonLarsonAllen LLP
Tom George; Spencer Fane LLP
Eric Keesen & Jeff Kyzer; Brightview
Ron Lambert; Mulhern MRE

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

Pledge of Allegiance Director Mojica led the Board and the audience in the Pledge of Allegiance.

May 5, 2020
Election a. Election of Officers
Results

Mr. George reported the Directors' Election was cancelled since Directors Burley, Mojica and Hoover were the only candidates. Upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board retained the current slate of officers.

Declaration of Quorum
Director Qualifications 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

Disclosure Matters 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 Upon a motion, second, and vote unanimously carried, the Board approved the Agenda as presented.

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 April 21, 2020 Special Meeting
- b. Approve April 2020 Claims Totaling \$25,042.94 and Directors' Fees
- c. Accept May 2020 Cash Position Report
- d. Information Items

Director Pettway recommended that the April claims be removed from the agenda. He has a questions about the CLA bills. The Board concurred. Upon a motion duly made by Director Mojica, seconded by Director Pettway, and upon a vote, unanimously carried, the Board approved the Consent Agenda with the exception of Item B, April claims.

DISCUSSION AGENDA

Maintenance and Construction Projects

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

Mr. Keesen and Mr. Kyzer reviewed the May Landscape Maintenance Report with the Board. Mr. Kyzer noted the irrigation at Broncos Parkway median which supplies water for the Broncos Parkway Trailhead has been activated. BrightView is currently reviewing the prior work orders for tree and shrub replacement to make recommendations for updates.

Director Mojica noted he has not observed any leaks along the trail south of the Broncos Parkway Trailhead in the last few months. After further discussion, the Board accepted the BrightView report. There were no work orders presented this month.

b. Update on City of Centennial CTF Projects

Mr. Wilson reported the City of Centennial is recommending that the educational signage project be completed before the planting project later this year if possible. The Board concurred.

Mr. George reported the City of Centennial submitted a proposed amendment to the present IGA between the City and the District which extends the completion date to December 31, 2021 or whenever the projects are completed, whichever is sooner. After discussion, upon a motion duly made by Director Burley, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the amendment to the IGA.

c. Update on Arapahoe County Open Spaces CTF Projects

Mr. Wilson reported no changes.

d. Broncos Parkway Median at Tagawa

Mr. Blodgett reviewed information in a Centennial Citizen article last week which reported a number of projects being delayed this year by the City. The Broncos Parkway median improvements west of Parker Road is one of those projects.

Legal

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

Mr. George reported he has still not received any feedback from the Arapahoe County Open Space (ACOS) attorney regarding the IGA. Mr. Lambert reviewed the proposed exhibit to accompany the IGA. Mr. George will include the exhibit as an attachment to the IGA which illustrates the irrigation system within the Broncos Parkway median and the trailhead and send the PJMD executed IGA to ACOS for counter-approval and counter-execution.

Mr. Blodgett reported he has also informed Mr. Carter and Mr. Poole that the 80% billing of this meter to ACOS will begin with the April bills. He has not received a response. The Board directed CLA to continue to submit invoices for 80% of the water usage to ACOS.

b. Other

None.

Financial

a. Review April 30, 2020 Financial Statements

Mr. Collins reviewed with the Board. Upon a motion duly made by Director Mojica, seconded by Director Burley, and upon a roll call vote, unanimously carried, the Board accepted the April 30, 2020 Financial Statements.

Mr. Collins reported he is also recommending that the District sell a \$1,000,000 treasury bill to realize the \$7,000 in interest earnings. This is with Charles Schwab. Director Lamberton has reviewed and authorized this transaction.

b. Review and Approve 2019 Audit

Mr. Collins reviewed the 2019 Audit with the Board. Upon a motion duly made by Director Pettway, seconded by Director Hoover, and upon a vote, unanimously carried, the Board approved the 2019 Audit and authorized Mr. Collins to file with the State Auditor, subject to final review by Mr. George.

c. April Claims

Director Pettway asked for clarification on the two CLA Management bills. Mr. Collins explained this is for March and April. The March bill did not make the April Board meeting packet. Director Pettway thanked Mr. Collins for the explanation.

Upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board approved the April claims and Directors' Fees.

Manager's
Items

a. Review Start-Up Business Grant Applications

Mr. Blodgett reviewed the three grant applications received since the April meeting – 1) a request from the Parker Elizabeth Riding Club for \$1,158 for a defibrillator; 2) a request from BAI Engineering for \$5,000 to pay an intern from May through November within their engineering firm; and 3) a request from Noelle Mojica for \$3,500 for start-up marketing funds, a computer and leashes for her new company.

Mr. George suggested that Director Mojica should abstain from discussion and voting on the future decision related to a grant for Ms. Mojica's company to avoid any conflict of interest.

The Board asked CLA to prepare a summary of the four applications and any future ones for review and discussion at the June Board meeting.

b. Discuss Off-Leash Dogs Special Event/Signage in PJCOS

Directors Pettway and Mojica reviewed various signs obtained from the City of Centennial for trails in the area. Director Mojica recommended a sign similar to the one in the Parker Dog Park which indicates that dogs off leash and waste not being picked up could lead to the dog park being closed. Perhaps the sign could state that failure to pick up or off leash dogs could lead to a prohibition of dogs in PJCOS. Mr. Blodgett will discuss with the City.

After discussion, the Board asked CLA to send this sign and other options to the Board for review within the next week. They would like to have the City approve them and install them as quickly as possible. CLA will also check with the lottery to determine if the Conservation Trust Funds can be used to pay for some or all of the signs.

Director Lamberton recommended that the sign cite the Clean Water Act or some other federal bill to further enhance the importance of this information beyond the City code number.

Director Pettway stated he is okay with the temporary signage if that is all the City will allow. Director Lamberton recommended the signs be permanent, and perhaps rotate occasionally in the future. Mr. Blodgett will discuss with the City. Mr. George will review the statutes and provide Mr. Blodgett with the cite for a federal law.

c. Website Update

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

d. City of Centennial's State of the City Update

Mr. Blodgett reviewed the options being provided by the Centennial Rotary Club related to the delayed State of the City Program for 2020. The District contributed \$650 for a table sponsorship. The Rotary is asking whether the District would like to have these funds held until the program is scheduled, donate some or all of the funds to the Centennial Rotary Club for their programs or receive a full refund of the District's contribution.

After discussion, upon a motion duly made by Director Pettway, seconded by Director Mojica, and upon a vote, unanimously carried, the Board decided to donate the \$650 contribution to the Centennial Rotary Club for their programs assisting those in need during these trying times.

e. Other

Mr. Blodgett reported he is retiring from CLA at the end of 2020 after 25 years with the company. 24 of these years have been as Manager of PJMD. He thanked the Board for the opportunity to work with numerous outstanding Board members and two amazing Presidents during this time, Norm Sheldon and Bill Lamberton.

Jerel Sangster will work with the Board in the future. Mr. Blodgett and he will work closely together during the remaining months of 2020.

The Board thanked Mr. Blodgett for his years of service.

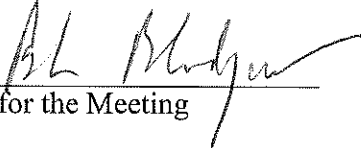
Directors
Items

a. Confirm Quorum for Next Meeting on June 16, 2020 at 5:00 p.m.

A quorum was confirmed.

Adjournment

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


Secretary for the Meeting