

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
JUNE 16, 2020**

A special meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on June 16, 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 location was Bob Blodgett, CliftonLarsonAllen LLP

Josh Miller, Kevin Collins, Paul Wilson & Sandy Brandenburger;
CliftonLarsonAllen LLP
Tom George; Spencer Fane LLP
Eric Keesen & Jeff Kyzer; Brightview
Jonah Schneider & Tim Rice; City of Centennial

Call to Order Director Lamberton called the meeting to order at 5:15 p.m.

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 Mr. Blodgett recommended the Agenda be amended so that the issues related to PJCOS signs could be addressed first with Ms. Schneider and Mr. Rice present at the meeting. The Board concurred.

Upon a motion, second, and vote unanimously carried, the Board approved the Agenda as amended.

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 May 19, 2020 Special Meeting
- b. Approve May 2020 Claims Totaling \$18,845.37 and Directors' Fees
- c. Accept June 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 as presented.

DISCUSSION AGENDA

Maintenance
and Construction
Projects

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

Mr. Kyzer reviewed the June Landscape Maintenance Report with the Board. After discussion, the Board accepted the report.

1. Review Plant Allocations Per Previously Approved Bids

Mr. Kyzer reported he and Mr. Keesen toured the District property on June 6th. They noted the Board had previously approved in March a plan to replace dead plants with new shrubs for approximately \$13,000. They wanted to ensure that the planting plan was in the best interest of the District's long-term viability and reduced maintenance costs. Mr. Kyzer reviewed the revised planting plan work order with the Board and described the various plants.

After discussion, the Board concurred with the re-planting plan. The Board asked that pictures of the plant materials be provided to the Board in the future.

2. Remove All Dead Shrubs in Medians - \$2,743

Mr. Kyzer reviewed the work order to remove dead shrubs in the medians. He reported this will leave approximately 200 holes in the medians. He recommended filling these holes with either 200 sand cherries for \$9,400 or 100 sand cherries and 225 perennials for approximately the same cost of \$9,400. Director Lamberton noted this was basically an increase from the prior approval of \$13,000 for plants and \$17,000 for trees in March for a total of \$30,000 to a new total of \$40,000. He expressed concern about the cost increase.

The Board expressed concern about making a decision on the replacement materials for the vacant holes left by the removal of 200 shrubs at the meeting tonight without sufficient information. They asked that BrightView prepare an as-built for the medians showing of the plants and the species locations. The Board would also like to see a comprehensive planting plan for the future regarding the types of plants and their locations and lifespan for future boards.

After discussion, the Board deferred approval of the dead shrub removal work order to the July Board meeting.

b. Update on City of Centennial CTF Projects

Ms. Schneider reported she is awaiting the approved IGA signature from the District extending the term of the agreement which currently expires June 30th. Mr. Blodgett reported Director Lamberton has executed. He will send it to Director Mojica for the second Board signature tomorrow and then to Ms. Schneider.

c. Update on Arapahoe County Open Spaces CTF Projects

Mr. Wilson reported he has not received an update from Arapahoe County Open Spaces. The Board asked that Mr. Blodgett contact Mr. Poole to request a status report.

Legal

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

Mr. George reported he is waiting a second signature on the IGA. Mr. Blodgett's office will scan this IGA to Director Mojica also for the required Board signature and then back to Mr. George to send to Arapahoe County.

b. Other

None.

Financial

a. Review May 31, 2020 Financial Statements

Mr. Wilson reviewed with the Board. Upon a motion duly made by Director Mojica, seconded by Director Pettway, and upon a vote, unanimously carried, the Board accepted the May 31, 2020 Financial Statements.

Manager's
Items

a. Review and Consider for Approval Start-Up Business Grant Applications

Mr. Blodgett reviewed the summary of the three applications received prior to the June 1st deadline from 1) WALK, LLC; 2) BAI Engineers; and 3) The Parker Elizabeth Riding Club. Their requests are for \$3,500, \$5,000 and \$1,158 respectively. Mr. Blodgett reported that Premier International Tours requested information on the grant, but they decided not to submit an application.

The Board expressed concern that only three applications have been received in the approximate three months that the District has been advertising the availability of the grant. They decided to extend the grant deadline to July 20th, the day before the July 21st Board meeting in the hopes of receiving additional applications to review.

They asked CLA to place the flyer in the ACWWA bill mailing at the end of June again. They asked that the flyer be sent to Director Hoover for distribution to his HOA. CLA will also send the information to the other HOA's and the Cherry Creek Business Center and ask how they are distributing the information. The website will be updated with the new deadline. Director Mojica will place the new deadline information on the Next Door app.

Action on the award of start-up grants was deferred to the July 21st Board meeting.

b. Update on Off-Leash Dogs Signage in PJCOS

Mr. Blodgett provided an update on discussions with the City since the May Board meeting. The City cannot include language on the signs indicating that dogs may be prohibited from PJCOS. This would require City Council approval of a code change and may not be approved. The City also cannot enforce the off-leash dog laws under a state or federal citation. Signs must reference the city code. The signs must also be the same size to be consistent with existing signs in PJCOS. They cannot contain flashing

lights either.

Directors Pettway and Mojica stated there are sufficient signs presently in PJCOS. The issue is individuals not following the law regarding off-leash dogs and picking up after their dogs.

Director Lamberton expressed concern regarding the lack of tickets being issued by Centennial Animal Control. Mr. Rice stated their first objective is education. They have not had many complaints within PJCOS. They have issued a number of warnings to dog owners. They have issued citations in other parts of the city where problems are more severe.

Ms. Schneider stated that ultimately it is up to individuals to take personal responsibility for their pets. Directors Pettway and Mojica acknowledged that the signs can only do so much.

Ms. Schneider offered to review all existing signs and return with a recommended design that includes telephone numbers individuals can call immediately when they observe a problem with dogs in PJCOS. Directors Pettway and Mojica felt this would be an improvement.

Action on additional signage and wording was deferred to the July 21st Board meeting.

c. Website Update

Mr. Blodgett reported the website is up-to-date. The small business grant application flyers will be updated to reflect the July 20th revised deadline.

Directors
Items

a. Review Rotary Club Centennial May 29th Letter Regarding Donation

Director Lamberton agreed to attend a future Centennial Rotary Club virtual meeting to represent the District and inform the Rotary Club of the District's responsibilities and projects over the years. Mr. Blodgett will inform Ms. Whye and she will contact Director Lamberton regarding his future availability.

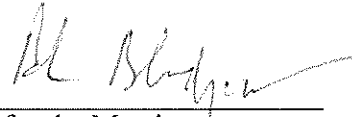
b. Confirm Quorum for Next Meeting on July 21, 2020 at 5:00 p.m.

A quorum was confirmed. Mr. Blodgett will coordinate with Director Lamberton and the Board prior to that meeting to determine if it will be virtual or in person.

Adjournment

Director Lamberton adjourned the meeting at 7:10 p.m.

Parker Jordan Metropolitan District
June 16, 2020



Secretary for the Meeting