

**MINUTES OF A SPECIAL MEETING OF  
THE BOARD OF DIRECTORS OF THE  
PARKER JORDAN METROPOLITAN DISTRICT  
HELD  
AUGUST 18, 2020**

A special meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on August 18, 2020 at 5:00 p.m.

**\*NOTE: given current events and current advice and directives from local, state and federal jurisdictions related to COVID-19, this meeting was held via Microsoft TEAMS.**

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_NGY2MDViOWEtZGlxNy00Zjk4LWEyZjAtMjl3ZW5MzIYjI1%40thread.v2/0?context=%7b%22id%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d](https://teams.microsoft.com/l/meetup-join/19%3ameeting_NGY2MDViOWEtZGlxNy00Zjk4LWEyZjAtMjl3ZW5MzIYjI1%40thread.v2/0?context=%7b%22id%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d)

+1 720-547-5281 United States, Denver (Toll)

Conference ID: 575 539 312#

Attendance      In attendance via Microsoft TEAMS were Directors:

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

Also in attendance via Microsoft TEAMS:

Bob Blodgett, Josh Miller, Kevin Collins & Paul Wilson;  
CliftonLarsonAllen LLP  
Tom George; Spencer Fane LLP  
Eric Keesen & Jeff Kyzer; Brightview  
Jonah Schneider; Park Administrator, City of Centennial  
Xuehua Bai; BAI Engineers  
Ron Lambert; Mulhern MRE  
Julie Christman; Resident

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

Pledge of Allegiance      Director Pettway 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 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 21, 2020 Special Meeting
- b. Approve July 2020 Claims Totaling \$27,739.84 and Directors' Fees
- c. Accept August 2020 Cash Position Report
- d. Information Items

Director Pettway inquired about the IREA \$21 per month invoice that seems to appear on almost every monthly bill. Mr. Blodgett and Mr. Wilson stated this is a minimal flat rate billing for some of the irrigation meter's electricity use.

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**

Business Start-Up Grant Application Recipients

- a. Xuehua Bai – BAI Engineers

Mr. Bai described his background and his firm's background in water system engineering design. He has worked with low income communities and farms

in the Rocky Ford area. He will utilize the funds for an engineering intern in his office. He thanked the Board for the \$5,000 grant to assist his company.

b. Greg Matney – SECORCares

Not present.

Maintenance  
and Construction  
Projects

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

Mr. Kyzer reviewed the report with the Board. He noted that BrightView obtained the lane closure permit from the City of Centennial (COC) on August 14<sup>th</sup> for the dead plant and shrub removal and the installation of new trees, plants and shrubs. He stated work began today and should be completed by the end of August. The Board asked that before and after pictures be provided for the District’s website and for Board review. Mr. Kyzer stated he will do so.

b. Update on City of Centennial CTF Projects

1. Discuss and Approve COC Recommended Projects

Ms. Schneider reviewed the City’s recommendations for the additional PJCOS projects approved in the IGA between the District and the City. These included 3 two panel signs regarding history, animals and plants. Recommendations also include additional native trees and native shrubs to be installed. The City is recommending that we not proceed with native grass since the grasses have grown in nicely.

She noted that with the approval of these recommendations there is approximately \$28,000 in the IGA budget to use. She recommended this be utilized for additional native tree and plant installation if the Board concurs.

Director Pettway suggested some of the available funds be used for water if necessary to ensure the sustainability of the new trees, plants and shrubs. The Board concurred.

After discussion, upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board approved the City’s recommended expenditures for the educational signage, native trees, plants and shrubs and the utilization of the excess \$28,000 for the additional trees and plants and water to be recommended by the City. Director Lamberton will review the recommendation for the \$28,000 expenditures on behalf of the Board and confirm the allocation of funds.

Ms. Schneider stated the IGA between the District and the City expires on December 31<sup>st</sup> so it currently cannot spend any funds on watering past that date. Mr. Blodgett will discuss the IGA expiration and the possibility of another IGA for watering or additional projects prior to the 2021 budget process with the Board.

c. Update on Arapahoe County Open Spaces CTF Projects

Mr. Wilson reported Arapahoe County has completed the western boundary fence installation in the Cherry Creek Valley Ecological Park in the approved IGA. No further updates.

d. Discuss Ladera HOA Funding Partnership Request

Director Lamberton and Mr. Blodgett reviewed with the Board the results of their recent meeting with the Ladera HOA President and HOA Manager. They are requesting \$6,350 for mulch improvements in the right-of-way of Broncos Parkway and Jordan Road as well as mulch in the tree rings. They are also requesting future participation in sandblasting and restoration of sidewalks and retaining walls on Jordan Road and Broncos Parkway adjacent to Ladera in the approximate amount of \$38,000.

After discussion, the Board decided that assistance with the mulch project along the perimeters of Ladera would set a precedent for providing similar improvements to all of the other properties in the District along Broncos Parkway or Jordan Road. The Board decided they would not participate in this project.

Regarding the sandblasting and restoration of the sidewalk and retaining walls, Ladera indicated that ACWWA paid for these improvements approximately six years ago. ACWWA was to improve the non-potable removal of iron; however, they have not yet. The problems have re-appeared. According to Ladera, ACWWA is going to assure them of a solution related to their non-potable water with less iron or consider shifting their irrigation to potable water. This has not yet been resolved.

They are requesting the District support their efforts to negotiate with ACCWA on future non-potable water improvements and possible financial participation in 2021. They indicated that the non-potable water system affects their project and the Richmond Homes project on the north side of Broncos Parkway and the shopping center on the west side of Jordan Road.

Mr. Bai offered suggestions and input regarding the non-potable system and ways in which to improve its functioning within the District. After further discussion, the Board decided to invite ACWWA and Ladera to their September meeting to facilitate a discussion related to the non-potable system and its impacts on public improvements within the right-of-way within the District.

Mr. Blodgett will notify Ladera. The Board recommended inviting Steve Witter, General Manager of ACWWA to the meeting also. Mr. Blodgett will discuss with Ladera.

Legal

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

Mr. George reported that Mr. Poole stated they will pay the 80/20 invoices from the District for the Broncos Parkway Trailhead irrigation water. The IGA has not yet been sent to the Commissioners. Mr. Poole anticipates a six week process or longer for this approval. He will inform the District if there are any issues with the IGA or invoice payments. For now, the County is okay continuing to pay them without the IGA approval.

- b. Other

None.

Financial

- a. Review July 31, 2020 Financial Statements

Mr. Wilson reviewed with the Board. He noted the 2012A bonds will be paid off on September 1<sup>st</sup>. The 2015 bonds will be paid off on December 1<sup>st</sup>. This will leave only the 2012B bonds which currently are scheduled to be retired in 2027. He reported CLA is now billing Arapahoe County Open Spaces (ACOS) monthly for their 80% share of the Broncos Parkway Trailhead irrigation meter usage.

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

The Board thanked Mr. Wilson and Mr. Collins for their leadership in developing a plan to retire the District's debt as soon as possible.

Manager's  
Items

- a. 2021 Budget Schedule

1. August 25 (extended to October 13) Preliminary AV Received
2. October 15 – 2021 Draft Budget to BOD
3. November 17, 2020 – Public Hearing to Review and Approve 2021 Budget
4. December 15 – Mill Levy Certification

Mr. Blodgett, Mr. Collins and Mr. Wilson reviewed the budget schedule with the Board. The Board will review a draft budget at the October Board meeting.

b. Update on Off-Leash Dogs Signage in PJCOS

Mr. Miller reported the ten signs have been completed by FastSigns. He will pick them up this week. The City requested replacement for two future signs in addition to the signs that will replace the eight existing signs. The City has agreed to install the signs at no cost to the District.

c. Website Update

Mr. Blodgett reported he has updated the website with the information on the grant award winners. He will also add the information regarding retiring District bond issues early this year.

d. Discuss Cherry Creek Stewardship Conference Sponsorship Participation

Mr. Blodgett reported he has not yet received a specific request from Ms. Davenport. He will contact her to see if they are requesting District support. Discussion was tabled to the September Board meeting.

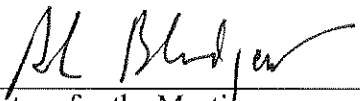
Directors  
Items

- a. Confirm Quorum for Next Meeting on September 15, 2020 at 5:00 p.m.

A quorum was confirmed.

Adjournment

Director Lamberton adjourned the meeting at 7:05 p.m.

  
Secretary for the Meeting