

**MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT
HELD
January 19, 2021**

A special meeting of the Board of Directors (the “Board”) of the Parker Jordan Metropolitan District (the “District”) was held on January 19, 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.**

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:

Josh Miller, Andrew Williams, Paul Niedermuller & Paul Wilson;
CliftonLarsonAllen LLP
Tom George; Spencer Fane LLP
Ron Lambert; Mulhern MRE
Jeff Kyzer; BrightView

Call to Order Director Lamberton called the meeting to order at 5:03 p.m.

Pledge of
Allegiance Director Bill Lamberton 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.

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Consideration of Agenda The Board requested to remove the claims from the Consent Agenda for Director Mojica to review. Upon a motion duly made by Director Pettway, seconded for Director Mojica, and upon a 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 November 17, 2020 Special Meeting
- b. Approve November and December 2020 Claims Totaling \$25,127.75 and Directors' Fees
- c. Accept January 2021 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 subject to: 1) review and approval of the claims by Director Mojica.

DISCUSSION AGENDA

Maintenance
and Construction
Projects

- a. Landscape Maintenance Report – Jeff Kyzer, BrightView

Mr. Kyzer reviewed with the Board as follows:

- Fall clean-up is complete. Regular trash service is ongoing.
- Mulching is approved and scheduled for this month.
- The balance of the Fall clean-up and shrub pruning is scheduled for late January, early February.
- Winter watering is scheduled and currently watering two times per month unless there is enough snow to hold soil moisture.
- Weeds are dormant. No weed control is needed.
- System is winterized.
- We are continuing to visit the property to remove trash. We do follow up visits after wind storms as trash increases.
- The overall site is in good condition. Once the rest of our winter

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work is done, the property will be ready for Spring.

Director Mojica inquired about the cost per visits being made. Mr. Kyzer stated he mistakenly listed per trip cost instead of total cost. He stated the total cost for winter watering efforts is \$7,500. He noted BrightView will wait to do replacements of any dead plant material or trees until the Spring once the buds start to show.

1. Ratify Work Order – Mulch to Cover Exposed Irrigation Lines – \$807.54

Need to carry over to the next meeting, not discussed.

b. Update on City of Centennial (COC) CTF Projects

Mr. Miller provided an update to the Board. He stated that Ms. Schneider does not yet have a list of additional projects to propose. He noted that since the IGA has now expired, Ms. Schneider indicated the City would be willing to enter into a new agreement. He stated Ms. Schneider is amenable to using the crusher fine to extend trails, and will work on the logistics over the next few months with the City on projects using the CTF funds. The Board asked that discretion be used about how much time and effort is to be spent on these items.

Director Mojica stated he would be happy to lead efforts to initiate discussions for future projects. Mr. George asked Director Mojica obtain a list of projects, estimated contributions and total dollar amounts in order to amend the previous agreement if that is the direction the Board wants to go so he could prepare a new IGA.

c. Discuss 2021 Potential CTF Projects

Mr. Miller reported he has spoken to Mr. Poole who reported the Green Roof is still in consideration, and working towards completion. Mr. George noted that based on its terms, the project IGA has terminated, but Mr. George recommended the Board extend the term through the end of the year. Following discussion, upon motion, second, and a vote unanimously carried, the Board approved an extension of the IGA through the end of 2021 and directed Mr. George to complete the extension.

Legal

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

Mr. George reported that the County still has not formally approved the agreement, but he will work to push through the agreement to the County Commissioners.

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b. Other

Financial

a. Review December 31, 2020 Financial Statements

Mr. Wilson reviewed the December 31, 2020 Financial Statements with the Board, and noted the \$10,338 for CTF funds discussed as part of the County IGA extension through December 31, 2021.

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

b. Other

None.

Manager's
Items

a. Website Update

Mr. Miller informed the Board the website will need some minor updates.

Director Mojica asked if the Board was amenable to discussing community grant funds. He would like to discuss possible small business grants in the upcoming meeting. This will be on the February agenda.

Directors
Items

a. Confirm Quorum for February 16, 2021 Meeting

A quorum was confirmed.

Adjournment

Upon a motion duly made, seconded, and vote unanimously carried, Director Lamberton adjourned the meeting at 6:03 p.m.

DocuSigned by:

Bill Lamberton

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Secretary for the Meeting