

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL MEETING OF
THE BOARD OF DIRECTORS OF THE
PARKER JORDAN METROPOLITAN DISTRICT (THE "DISTRICT")
HELD
APRIL 20, 2021

A special meeting of the Board of Directors of the Parker Jordan Metropolitan District (referred to hereafter as the "Board") was convened on Tuesday, April 20, 2021, at 5:00 p.m. Due to concerns regarding the spread of the Coronavirus (COVID-19) and the benefits to the control of the spread of the virus by limiting in-person contact, this District Board meeting was held via Microsoft Teams. The meeting was open to the public.

ATTENDANCE

Directors In Attendance Were:

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

Also, In Attendance Were:

Andrew Williams & Paul Wilson; CliftonLarsonAllen LLP
Tom George; Spencer Fane LLP

ADMINISTRATIVE MATTERS

Call to Order: Director Lamberton called to order at 5:10 p.m.

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

Declaration of Quorum, Qualifications and 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.

Agenda: Following review, upon a motion duly made by Director Mojica, seconded by Director Hoover, and upon vote unanimously carried, the Board adopted the Agenda as presented.

Public Comment: None.

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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.

Director Pettway stated he would like to remove the Claims from the Consent Agenda to discuss the BrightView Landscaping invoices in Discussion Items

Minutes of the March 16, 2021 Special Meeting:

April 2021 Cash Position Report:

Upon a motion duly made by Director Hoover, seconded by Director Burley, and upon vote unanimously carried, the Board approved the Consent Agenda items as amended.

MAINTENANCE AND CONSTRUCTION MATTERS

Landscape Maintenance Report – Jeff Kyzer, BrightView: Mr. Williams reviewed the Landscape Maintenance Report with the Board. The Board raised concerns regarding the breakdown of the winter water costs. Mr. George commented that the winter watering costs in 2020 were \$850 per visit. No action was taken.

Arapahoe County Open Space (ACOS) CTF Projects: Director Mojica provided an update on the Arapahoe County Open Space (ACOS) CTF Projects. Director Mojica has spoken to Mr. Poole and will continue to keep him informed. Director Mojica noted that they will not be replacing the benches until 2022.

Director Mojica informed the Board that he and Mr. Poole will be walking the paths together to help Director Mojica get a better understanding of the conditions of the paths.

Mr. George stated that the extension of the existing project funding agreement with Arapahoe County, which extension was previously approved by the Board, has been signed by Mr. Poole. The Manger will work with Director Lamberton to obtain his signature.

LEGAL MATTERS

Cost Sharing IGA with ACOS Regarding Broncos Parkway Trailhead Irrigation Usage (ACOS – 80% and PJMD – 20%): Mr. George informed the Board that Arapahoe County still has not executed the agreement. He will follow up with Mr. Poole.

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Other: None.

FINANCIAL MATTERS

March 31, 2021 Financial Statements: Mr. Wilson reviewed the Financial Statements with the Board. Following review, upon a motion duly made by Director Burley seconded by Director Mojica, and upon a vote unanimously carried, the Board accepted the March 31, 2021 Financial Statements as presented.

March 21, 2021 Claims Totaling \$23,830.39 and Directors' Fees: Director Pettway inquired as to why all the Brightview claims came in one month and why the change in balances. Mr. Wilson reviewed the claims with the Board and noted that it took Brightview some time to re-work the contract and split things out for billing, therefore, invoices were late. Following discussion, upon a vote duly made by Director Lamberton, seconded by Director Mojica, and, upon vote, unanimously carried, the Board approved the March 21, 2021 claims totaling \$23,830.39.

Other: None.

MANAGER MATTERS

Other: Mr. Williams reviewed the correspondence from Mr. Lambert noting that he had spoken with Mr. Greg Howe, ACOS Parks & Turf and they will begin to coordinate irrigation start-up with ACOS. Irrigation start up and installation of a flow meter at the median to track the usage is scheduled for the last week of April or early May.

DIRECTOR'S MATTERS

Small Business Grant Program: Mr. Williams reviewed the updated Small Business Grant flyer with the Board and the Board noted it may be good to include information about the previous recipients. Mr. Williams' office will plan to distribute the flyer through the ACWWA billing, send it to the HOAs,

for distribution, post on the District website and on Nextdoor. This will be done as soon as possible to meet the June 1st deadline.

Following review and discussion, upon a motion duly made by Director Mojica, seconded by Director Lamberton, and, upon vote, unanimously carried, the approved the updated flyer and the distribution plans to move forward.

Discuss In-Person Meetings: After discussion, the Board agreed to have future meetings in person at the CLA office.

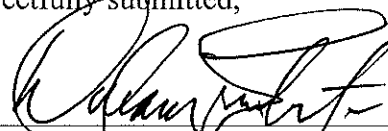
Confirm Quorum for May 18, 2021 Meeting: A quorum was confirmed.

ADJOURNMENT

Following discussion, upon a motion duly made by Director Lamberton, seconded by Director Hoover, and, upon vote, unanimously carried, the meeting was adjourned at 6:03 p.m.

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Respectfully submitted,



Secretary for the Meeting