

**MINUTES OF A REGULAR MEETING  
OF THE BOARD OF DIRECTORS OF THE  
PARKER JORDAN METROPOLITAN DISTRICT  
HELD  
APRIL 16, 2019**

A regular meeting of the Board of Directors (the "Board") of the Parker Jordan Metropolitan District (the "District") was held on April 16, 2019 at 5:00 p.m. at CliftonLarsonAllen LLP, located at 8390 E. Crescent Parkway, Suite 300, Greenwood Village, CO 80111.

Attendance      In attendance were Directors:

Bill Lamberton; President  
Troy Burley; Assistant Secretary/Treasurer  
Kevin Pettway, Secretary

Also in attendance were:

Bob Blodgett, Wendi McLaughlin and Kevin Collins;  
CliftonLarsonAllen LLP  
Tom George; Spencer Fane LLP  
Ron Lambert; Mulhern MRE  
Jonah Schneider; City of Centennial  
Jessica Morrissey (via telephone); BrightView

Call to Order      Director Lamberton called the meeting to order at 5:00 p.m. Upon a motion duly made by Director Burley, seconded by Director Pettway, and upon a vote, unanimously carried, the Board excused the absence of Directors Hoover and Mojica.

Pledge of Allegiance      Director Burley 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    Upon a motion duly made by Director Burley, seconded by Director Pettway, and upon a vote, unanimously carried, 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 March 19, 2019 Regular Meeting
- b. Accept March 2019 Claims Totaling \$14,144.23 and Directors' Fees
- c. Accept April 2019 Cash Position
- d. Accept April Landscape Report
- e. Accept Stamped Concrete Median Repair Pictures
- f. Information Items

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

### **DISCUSSION AGENDA**

#### **7. Discuss Conservation Trust Funds Projects Usage**

Ms. Schneider thanked the Board for their letter last week regarding a recommendation to complete all nine projects recommended by the City of Centennial with a 50% match of District Conservation Trust Funds and City Funds. She stated that it will be reviewed by the Open Space Advisory Board at their April 23<sup>rd</sup> meeting. It is tentatively scheduled for review by the City Council at their May 20<sup>th</sup> meeting.

She asked the District to prioritize the projects if possible. In case some projects are delayed and costs are higher, this will assist the City in focusing on projects most important to the District which they would like to have completed in 2019.

Ms. Schneider stated the total estimated cost of all nine projects is approximately \$120,000. This could increase or decrease slightly based on the number of native trees and shrubs which are planted and the number of acres of native grass seeding. She recommended that the City and the District each place \$60,000 in escrow for a total of \$120,000 to fund the projects as they proceed this year.

The District would be notified if the scope of projects change or their budget changes. The District would need to approve that.

Director Lamberton expressed concern regarding giving a “blank check” to the City to proceed with the projects with District funds until the projects are ready for construction. Ms. Schneider stated approving each project on a case-by-case basis along with the funding would take additional time and may not allow the projects to be completed in 2019. Directors Pettway and Burley stated that if the District can approve the projects as they proceed, they did not have a concern with the District funds being placed in escrow along with the City’s funds to start the process.

The Board discussed the “hard scape” projects being the highest priority as they would be the most visible to District constituents and Open Space visitors. The plantings can proceed later when it is clear what amount of remaining funds are available for trees, shrubs and native grasses.

a. Status of Cost Sharing Agreement with the City of Centennial

Mr. George recommended that the IGA be drafted such that both parties escrow their funds and Mr. Blodgett (or Director Lamberton) be designated as the “District Representative” to approve the use of the District’s funds for each of the projects as they are bid. This could be done through a simple email or form after notification by the City that a project is ready to proceed. After discussion, the board concurred in this approach. Mr. George will draft this language, which will be a section in the future IGA, to be drafted by the City of Centennial.

b. Schedule

The Board asked that Mr. Blodgett communicate this information regarding the priorities and the escrow of funds to Directors Hoover and Mojica for their concurrence. The goal would be to reach a consensus by the Board so that Mr. Blodgett may transmit this to Ms. Schneider by the end of the week and it can be reviewed by the Centennial Open Space Advisory Board at their April 23 meeting.

Maintenance  
And  
Construction  
Projects

a. Landscape Maintenance Report – Jessica Morrissey, BrightView

Ms. Morrissey reviewed her April report with the Board. She stated crews would begin weed clean up of the beds tomorrow.

The irrigation system will be activated soon and utilized as needed depending on future moisture.

- b. Approve Work Order for 2019 Plant Health Care Plan for Median Beds - \$5,775.00

Ms. Morrissey reviewed her work order request with the Board. This will provide for spraying for spider mites and other necessary items. Director Lamberton expressed concern it may be too late to address spider mites. Ms. Morrissey reported the initial application was not successful. It is hoped that this next application will be.

Upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board approved the 2019 Plant Health Care Plan work order for \$5,775.00. Ms. Morrissey will allocate costs in all future invoices for Jordan Road separately so that it may be billed to the Dove Valley Metropolitan District per the District's IGA.

Ms. Morrissey reviewed her response to Ms. Chrisman's request this afternoon regarding weeding and reviewing additional plant materials in the Broncos Parkway medians. After discussion, the Board asked Ms. Morrissey to bring her additional plant material recommendations (in lieu of more junipers) to the May 21<sup>st</sup> Board meeting for review.

- c. Other

Mr. Lambert reported the Median Repair work in Jordan Road and Broncos Parkway is complete. He has performed a walk-through with the Contractor and City of Centennial. Minor items were to be repaired. He will recommend the invoice from Terracare for payment at the May 21<sup>st</sup> Board meeting. Pictures of the work will be placed on the District's website.

Legal

- a. Other

Mr. George reported that the State Gallagher Advisory Committee is recommending 7.16 % to the State Legislature for collection years 2019 and 2020. The current residential Gallagher ratio is 7.2%. Thus, the residential reduction is much less than what had been anticipated last year when it was initially thought to be in the range of 6.2%.

Financial

- a. Review March 31, 2019 Financial Statements

Mr. Collins reviewed the March 31, 2019 Financial Statements and Cash Position Report with the Board.

After discussion, upon a motion duly made by Director Pettway, seconded by Director Burley, and upon a vote, unanimously carried, the Board accepted the March 31, 2019 Financial Statements and Cash Position Report.

Manager's  
Items

a. Website Update

Mr. Blodgett reported the website is up to date. The Board asked that the PJCOS survey remain on the website for the time being. Ms. McLaughlin reported there were only four additional responses to the survey since the March Board meeting. She noted that there have been a total of 60 responses as of now. She noted the priorities of the survey respondents are the trails and other hard scape items slightly ahead of the planting material items.

b. Other

Mr. Blodgett reported the Special District Association regional workshops are in June. June 7<sup>th</sup> is at the West Metro Fire Protection District near Mineral Ave. in Yosemite. This is the closest one to the District. Board members will inform Mr. Blodgett if they would like to attend.

Director's  
Items

a. Confirm Quorum for the Next Meeting on May 21, 2019 at 5:00 p.m.

The Board confirmed a quorum for May 21, 2019.

b. REMINDER: State of Our City Address Luncheon April 17, 2019 at 11:30 a.m. at Embassy Suites DTC, Centennial

Ms. McLaughlin reviewed the final attendance list. Mr. Glenn Poole, Arapahoe County Open Space Maintenance Director will also be joining the District at the Luncheon.

Other  
Business

None.

Adjournment

Director Lamberton adjourned the meeting at 6:35 p.m.

  
Secretary for the Meeting