

# PARKER JORDAN METROPOLITAN DISTRICT

8390 E. Crescent Pkwy., Suite 300  
Greenwood Village, CO 80111  
Phone: 303-779-5710  
www.pjmd.org

## NOTICE OF SPECIAL MEETING AND AGENDA

**DATE:** November 19, 2024

**TIME:** 5:00 p.m.

**LOCATION:** CliftonLarsonAllen LLP  
8390 E. Crescent Pkwy., Ste. 275  
Greenwood Village, CO 80111

**ACCESS:** To attend via Microsoft Teams Videoconference, use the below link:

[https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ZWRjMTg0OWUtNjk1OC00NjE0LWFmM2EtZmIxY2M0MjJIZGQ0%40thread.v2/0?context=%7b%22Tid%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_ZWRjMTg0OWUtNjk1OC00NjE0LWFmM2EtZmIxY2M0MjJIZGQ0%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%22d42bab28-fbd8-4e65-a395-965cf9ef152f%22%7d)

To attend via telephone, dial 720-547-5281 and enter Conference ID: 195 332 077#

### **Board of Directors**

Kevin Pettway  
Kimberly Nuttall  
Michael Mojica  
Christopher Sellers  
Lady Alice Shyong

### **Office**

President  
Treasurer  
Secretary  
Assistant Secretary  
Assistant Secretary

### **Term Expires**

May, 2025  
May, 2025  
May, 2027  
May, 2025  
May, 2027

## **I. PLEDGE OF ALLEGIENCE AND ADMINISTRATIVE MATTERS**

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm quorum, location of meeting and posting of meeting notices.
- D. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- E. Review and consider approval of minutes from the October 15, 2024, special Board meeting (enclosure).

- F. Consider approval of 2025 insurance renewal (public officials' liability, general liability, workers' compensation, comprehensive crime. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool and TCW Risk Management, and authorize membership in the Special District Association (enclosure).
- G. Consider adoption of Resolution Regarding 2025 Annual Administrative Matters (enclosure).

## **II. LANDSCAPING**

- A. Landscape Maintenance Report – Garrett Wright, BrightView.
  - 1. Consider approval of Winter Watering (2024-25) - \$13,896.88 (enclosure).
  - 2. Consider approval of Rock and Mulch Top Dress - \$19,768.53 (enclosure).
  - 3. Consider approval of Tree Pruning and Removals - \$6,432.48 (enclosure).

## **III. FINANCIAL MATTERS**

- A. Review and ratify approval of previous claims - \$219,008.03 (enclosure).
- B. Review and consider acceptance of September 30, 2024 Unaudited Financial Statements and Cash Position Schedule (enclosure).
- C. Conduct Public Hearing to consider amendment of 2024 Budget. If necessary, consider adoption of Resolution to Amend the 2024 Budget.
- D. Conduct Public Hearing on the proposed 2025 Budget and consider adoption of Resolution to Adopt the 2025 Budget, Appropriate Sums of Money and Set Mill Levies (enclosures).
- E. Authorize District Accountant to prepare the DLG-70 Certification of Tax Levies form for certification to the Board of County Commissioners and other interested parties.
- F. Discuss statutory requirements for an audit. Consider appointment of Wipfli to prepare of 2024 Audit - \$6,600 (enclosure).

## **IV. LEGAL MATTERS**

- A. Discuss and consider the adoption of Resolution Regarding Colorado Open Records Act Requests (enclosure).
- B. Review and consider adoption of Resolution Calling a Regular Election for Directors on May 6, 2025, appointing the Designated Election Official (“DEO”), notice and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election (enclosures). Self- Nomination and Acceptance Forms are due by February 28, 2025. Discuss need for ballot issues and/or questions

**V. MANAGER MATTERS**

- A. Review and consider approval of Mulhern MRE updated District boundary map (enclosure).
- B. Review and consider approval of CliftonLarsonAllen LLP 2025 Statement(s) of Work (enclosures).
- C. Discuss website transition progress.

**VI. DIRECTOR MATTERS**

- A. Review and Discuss Cherry Creek Trail Closure (enclosures).

**VII. OTHER BUSINESS**

**VIII. ADJOURNMENT**

**Discuss need for December 17, 2024 meeting at 5:00 p.m.**