

# PARKER JORDAN METROPOLITAN DISTRICT

8390 E. Crescent Pkwy., Ste. 300  
Greenwood Village, CO 80111  
303-779-5710 (O) 303-779-0348 (F)  
[www.pjmd.org](http://www.pjmd.org)

## **NOTICE OF SPECIAL MEETING AND AGENDA**

**DATE:** Tuesday, October 17, 2023  
**TIME:** 5:00 p.m.  
**LOCATION:** CliftonLarsonAllen LLP (CLA)  
8390 E. Crescent Pkwy., Ste. 275  
Greenwood Village, CO 80111

Or via Microsoft Teams

**ACCESS:** [https://teams.microsoft.com/l/meetup-join/19%3ameeting\\_ODBmNTgxZjltMzczZC00MjFILTk0ZmMtZDBiZjZIN2FiNjNj%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_ODBmNTgxZjltMzczZC00MjFILTk0ZmMtZDBiZjZIN2FiNjNj%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)

**Or call in:**

To attend via telephone, dial 720-547-5281 and enter the following additional information: Conference ID: 608 895 112#

<u>Board of Directors</u>	<u>Office</u>	<u>Terms</u>
Kevin Pettway	President	May 2025
Michael Mojica	Secretary	May 2027
Kimberly Nuttall	Treasurer	May 2025
Christopher Sellers	Assistant Secretary	May 2025
Lady Alice Shyong	Assistant Secretary	May 2027

- I. CALL TO ORDER**
- II. DECLARATION OF QUORUM / DIRECTOR QUALIFICATIONS / DISCLOSURE MATTERS**
- III. CONSIDERATION OF AGENDA**
- IV. PUBLIC COMMENT** – Members of the public may express their views to the Board on matters that affect the District. Comments will be limited to three (3) minutes per person.
- V. 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 September 19, 2023 Special Meeting (enclosure).
- b. Accept Prior bill.com claims and Current bill.com claims (enclosure).

**VI. MAINTENANCE AND CONSTRUCTION PROJECTS**

- a. Landscape Maintenance Report – Jeff Kyzer, BrightView (enclosure).

**VII. FINANCIAL MATTERS**

- a. Review and September 30, 2023 Financial Statements and Cash Position Report (enclosure).
- b. Conduct Public Hearing to consider amendment of the 2023 Budget. If necessary, consider adoption of Resolution No. 2023-10-\_\_ to Amend the 2023 Budget (enclosed).
- c. Conduct Public Hearing on the proposed 2024 Budget and consider adoption of Resolution No. 2023-10-\_\_\_\_\_ to Adopt the 2024 Budget and Appropriate Sums of Money and Set Mill Levies (enclosure).
- d. 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 and appointment of Board member to sign the DLG-70 Certification of Tax Levies.
- e. Consider approval of engagement letter with Wipfli LLC to prepare 2023 Audit (to be distributed).
- f. Consider appointment of District Accountant to prepare 2025 Budget.

**VIII. MANAGER’S MATTERS**

- a. Consider Adoption of Resolution 2023-10-\_\_\_ Regarding 2024 Annual Administrative Matters (enclosure).
- b. Discuss and consider approval of 2024 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or T. Charles Wilson Risk Management and authorize membership in the Special District Association (enclosure).
- c. Consider Approval of CliftonLarsonAllen LLP Master Services Agreement and related Statement(s) of Work (to be distributed).

**IX. LEGAL MATTERS**

**X. DIRECTOR MATTERS**

- a. Update regarding Red Hawk Ridge Elementary School for CTF funds request.

- b. Consider Red Hawk Ridge Elementary School CTF fund request in the amount of \$230,000 (enclosure).
- c. Confirm Quorum for November 21, 2023 Special Meeting at 5:00 p.m. and discuss remaining 2023 meeting schedule.

**XI. OTHER MATTERS**

**XII. ADJOURNMENT**