

**ORGANIZATIONAL MEETING
HASKINS STATION METROPOLITAN DISTRICT**

February 13, 2019 at 11:00 a.m.
2154 E. Commons Avenue, Suite 2000
Centennial, CO

Chris Elliott, Director	Term to May 2022
Christian M. Janke, Director	Term to May 2022
Corey Elliott, Director	Term to May 2022
Matt Cavanaugh, Director	Term to May 2020
Regan Hauptman, Director	Term to May 2020

NOTICE OF ORGANIZATIONAL MEETING AND AGENDA

1. Call to Order/Declaration of Quorum
2. Conflict of Interest Disclosures
3. Approval of Agenda
4. Election of Officers
5. Public Comment - Members of the public may express their views to the Boards on matters that affect the Districts. Comments will be limited to three (3) minutes.
6. Consent Agenda –The items listed below are a group of items to be acted on with a single motion and vote by the Board. 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. Adoption of Resolution Designating the District’s 24-hour Posting Location **(enclosure)**
 - b. Adoption of Public Records Request Policy **(enclosure)**
 - c. Resolution Adopting the Colorado Special District Records Retention Schedule **(enclosure)**
 - d. Approval of Notice to Electors - § 32-1-809, C.R.S. **(enclosure)**
 - e. Recording of Special District Public Disclosure Document as required by § 32-1-104.8, C.R.S. **(enclosure)**
 - f. Approval of Disclosure Notice Required by Service Plan **(enclosure)**
 - g. Approval of Intergovernmental Agreement with City of Arvada Regarding the Service Plan **(enclosure)**
7. Insurance & Liability
 - a. Discuss Director Liability Issues and Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements **(enclosure)**
 - b. Discuss Insurance Requirements (public official’s liability, general liability, workers’ compensation, comprehensive crime) and Consider Adoption of

Resolution Approving an IGA with the Colorado Special Districts Property and Liability Pool and Authorize Membership in the Special District Association **(enclosure)**

- c. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services **(enclosure)**
 - d. Discuss Obtaining Workers Compensation Coverage/Filing of Exclusion of Uncompensated Public Officials form for 2019 Policy Period
 - e. Consider Approval of Property and Liability Insurance Limits and Deductibles **(enclosure)**
8. Engagement of Consultants
- a. Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services **(enclosure)**
 - b. Consider Approval of Engagement Letter with CliftonLarsonAllen, LLP for Accounting Services **(enclosure)**
9. Legal Matters
- a. Consider Adoption of 2019 Annual Administrative Resolution **(enclosure)**
 - b. Consider Adoption of Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts **(enclosure)**
 - c. Consider Approval of Funding and Reimbursement Agreement with SSM Ridge, LLC **(enclosure)**
 - d. Consider Adoption of Resolution Regarding District's Intent to Reimburse Operations, Maintenance and Capital Expense Advances **(enclosure)**
 - e. Consider Approval of Cooperation Agreement Between The Arvada Urban Renewal Authority and Haskins Station Metropolitan District **(enclosure)**
10. Financial Matters
- a. Consider Approval of Execution of (1) Form SS-4 Application for Federal Employer Identification Number; (2) Application for Colorado Sales Tax Exemption Number; and (3) Application for Assignment of PDPA Number **(enclosure)**
 - b. Consider Establishment of Bank Accounts and Authorize Signers on the Accounts (with all checks requiring two signatures)
 - c. Conduct Public Hearing on 2019 Budget and Consider Approval of Resolution Adopting the 2019 Budget **(enclosure)**
 - d. Other Financial Matters
11. Other Business
- a. Next Meeting

12. Adjourn