

**ORGANIZATIONAL MEETING**  
**2000 HOLLY METROPOLITAN DISTRICT**  
Monday, December 3, 2018 at 10:00 a.m.  
1529 York Street, Suite 201  
Denver, Colorado

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Dimitrio Balafas, Director	Term to May 2022
Yiannis Bellis, Director	Term to May 2022
George Balafas, Director	Term to May 2022
Elliot Smith, Director	Term to May 2020
Christopher Gerard Viscardi, Director	Term to May 2020

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**NOTICE OF ORGANIZATIONAL MEETING AND AGENDA**

1. Call to Order/Declaration of Quorum
2. Conflict of Interest Disclosures
3. Approval of Agenda
4. Administer Oaths of Office
5. Election of Officers
6. 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.
7. Administrative Matters
  - a. Consider Adoption of Resolution Designating the District's 24-hour Posting Location (*enclosure*)
  - b. Consider Adoption of Public Records Request Policy (*enclosure*)
  - c. Consider Resolution Adopting the Colorado Special District Records Retention Schedule (*enclosure*)
8. Insurance & Liability
  - a. Discuss Director Liability Issues 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*)
  - b. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services (*enclosure*)
  - c. Authorize Filing of Exclusion of Uncompensated Public Officials form for 2019 Policy Period (*enclosure*)
  - d. Consider Approval of Property and Liability Insurance Limits and Deductibles (*enclosure*)
9. Engagement of Consultants
  - a. Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services (*enclosure*)
  - b. Discuss District Accounting Services

10. Legal Matters

- a. Discuss and Consider Adoption of 2019 Annual Administrative Resolution (*enclosure*)
- b. Discuss and Consider Adoption of Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts (*enclosure*)
- c. Discuss and Consider Adoption of Resolution Regarding District's Intent to Reimburse Operations, Maintenance and Capital Expense Advances (*enclosure*)
- d. Discuss Capital Construction and Funding

11. Financial Matters

- a. Authorization for 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. Discuss and Consider Establishment of Bank Accounts and Authorize Signers on the Accounts (with all checks requiring two signatures)
- c. Public Hearing on 2018 Budget
  - i. Consider Approval of Resolution Adopting the 2018 Budget (*enclosure*)
- d. Public Hearing on 2019 Budget
  - i. Consider Approval of Resolution Adopting the 2019 Budget (*enclosure*)
- e. Other Financial Matters

12. Other Business

- a. Next Meeting

13. Adjourn