

NOTICE OF ORGANIZATIONAL MEETING & AGENDA
BIJOU CREEK METROPOLITAN DISTRICT
WHITE BEAR ANKELE TANAKA & WALDRON
2154 East Commons Avenue, Suite 2000, Centennial, CO 80122
Monday, December 3, 2018
1:00 P.M.

Darren Kunkel	Term to May 2020
Jennifer Kunkel	Term to May 2020
Derek Williams	Term to May 2022
Glenn Kunkel	Term to May 2022
Teresa Williams	Term to May 2022

1. ADMINISTRATIVE MATTERS

- a. Call to Order
- b. Declaration of Quorum and Confirmation of Director Qualifications
- c. Reaffirmation of Disclosures of Potential or Existing Conflicts of Interest
- d. Approval of Agenda

2. DIRECTOR MATTERS

- a. Administration of Oaths of Office
- b. Election of Officers

3. PUBLIC COMMENT (Items not on the Agenda; Comments limited to three minutes per person)

4. CONSENT AGENDA ITEMS (These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda. **Enclosures included in electronic packets; hard copies available upon request.**)

- a. Administrative Matters
 - i. Adoption of Resolution No. 2018-12-01: 2019 Annual Administrative Resolution (**enclosure**)
 - ii. Adoption of Resolution No. 2018-12-02: Providing for the Defense and Indemnification of Directors and Employees of the District (**enclosure**)
 - iii. Adoption of Resolution No. 2018-12-03: Adopting Colorado Special District Records Retention Schedule (**enclosure**)
 - iv. Adoption of Resolution No. 2018-12-04: Adopting Public Records Request Policy (**enclosure**)
 - v. Approval of Intergovernmental Agreement with Town of Deer Trail, Colorado (as required by the Service Plan) (**enclosure**)
 - vi. Approval of Disclosure Notice (as required by the Service Plan) (**enclosure**)
- b. Consultant Matters
 - i. Approval of Engagement of WHITE BEAR ANKELE TANAKA & WALDRON as General Counsel (**enclosure**)
 - ii. Approval of Engagement of Simmons & Wheeler for Accounting Services (**enclosure**)
- c. Approval of Funding and Reimbursement Agreement (Operations and Maintenance) with Bijou Creek, LLC (**enclosure**)

5. FINANCIAL MATTERS

- a. Approval of Opening of Checking Account
- b. Public Hearing on 2018 Budget and Consider Adoption of Resolution No. 2018-12-05: Adopting Budget, Imposing Mill Levy and Appropriating Funds (**enclosure**)

- c. Public Hearing on 2019 Budget and Consider Adoption of Resolution No. 2018-12-06: Adopting Budget, Imposing Mill Levy and Appropriating Funds (**enclosure**)

6. INSURANCE MATTERS

- a. Approval of SDA Membership and Intergovernmental Agreement with Colorado Special Districts Property and Liability Pool (**enclosures**)
- b. Approval of Insurance and Limits for Same (**enclosures**)
- c. Approval of Agency Fee Agreement with T. Charles Wilson for Insurance Broker Services (**enclosures**)

7. LEGAL MATTERS

- a. Public Hearing on Inclusion of Phase 1B and Consider Adoption of Resolution No. 2018-12-08: Resolution and Order Including Property Into District (Phase 1B) (**enclosure**)

8. OTHER BUSINESS

- a. Next Regular Meeting –

9. ADJOURNMENT