

**JOINT ORGANIZATIONAL MEETING
WATKINS ROAD HOLDINGS METROPOLITAN DISTRICT NOS. 1-20**

Tuesday, December 4, 2018 at 2:30 p.m.

7400 East Crestline Circle, Suite 150, Greenwood Village

Steven Cohen, Director	Term to May 2022
Brett Perry, Director	Term to May 2022
Marc Cooper, Director	Term to May 2022
Blake Cohen, Director	Term to May 2020
Diana Garlow, Director	Term to May 2020

NOTICE OF JOINT ORGANIZATIONAL MEETING AND AGENDA

1. Call to Order/Declaration of Quorum
2. Conflict of Interest Disclosures
3. Approval of Agenda
4. Consider Appointment 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. Consider Adoption of Resolution Designating the District’s 24-hour Posting Location
 - b. Consider Adoption of Joint Public Records Request Policy
 - c. Consider Resolution Adopting the Colorado Special District Records Retention Schedule
 - d. Consider Approval of Notice to Electors - § 32-1-809, C.R.S.
 - e. Acknowledge Recording of Special District Public Disclosure Document as required by § 32-1-104.8, C.R.S.
 - f. Consider Approval of Intergovernmental Agreement with the City of Aurora Regarding the Service Plan
 - g. Consider Approval of Resolution Concerning Authorization for Approval of Contracts and Payment of Claims
 - h. Consider Approval of Resolution Adopting Personal Data Privacy Policy
7. Insurance & Liability
 - a. Discuss Director Liability Issues and Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements
 - 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
 - c. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services
 - d. Authorize Filing of Exclusion of Uncompensated Public Officials form for 2019 Policy Period

- e. Consider Approval of Property and Liability Insurance Limits and Deductibles
8. Engagement of Consultants
 - a. Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services
 - b. Consider Approval of Engagement Letter with CliftonLarsonAllen LLP for Accounting Services
 9. Legal Matters
 - a. Discuss and Consider Adoption of 2018 and 2019 Joint Annual Administrative Resolutions
 - b. Discuss and Consider Adoption of Joint Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts
 - c. Consider Approval of Funding and Reimbursement Agreement
 - d. Discuss and Consider Adoption of Resolution Regarding District's Intent to Reimburse Operations, Maintenance and Capital Expense Advances
 - e. Discuss Aurora Regional Improvement Mill Levy Options and Consider Approval of Third Amendment to ARI Authority No. 2 Establishment Agreement
 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 Numbers
 - 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
 - d. Public Hearing on 2019 Budget
 - i. Consider Approval of Resolution Adopting the 2019 Budget
 - e. Consider Approval of Resolution Approving the Application for Exemption from Audit for the 2018 Fiscal Year
 - f. Other Financial Matters
 11. Other Business
 - a. Next Meeting
 - b. Consider Approval of Resolution Declaring Special District Notice of Inactive Status **(District No. 2-20)**
 12. Adjourn