

**ORGANIZATIONAL MEETING  
SABELL METROPOLITAN DISTRICT NO. 2**

September 17, 2019 at 2:00 p.m.  
5740 Olde Wadsworth Boulevard  
Arvada, CO 80002

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Matt Cavanaugh	Term to May 2022
Regan Hauptman	Term to May 2022
VACANT	Term to May 2022
VACANT	Term to May 2020
VACANT	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. 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 (**enclosure**)
  - b. Consider Adoption of Public Records Request Policy (**enclosure**)
  - c. Consider Resolution Adopting the Colorado Special District Records Retention Schedule (**enclosure**)
  - d. Consider Approval of Notice to Electors - § 32-1-809, C.R.S. (**enclosure**)
  - e. Acknowledge Recording of Special District Public Disclosure Document as required by § 32-1-104.8, C.R.S. (**enclosure**)
  - f. Consider Approval of Intergovernmental Agreement with City of Arvada Regarding the Service Plan (**enclosure**)
8. 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

- c. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services
  - 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
9. 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**)
10. Legal Matters
- a. Discuss and Consider Adoption of 2019 Organizational 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. Consider Approval of Funding and Reimbursement Agreement (**enclosure**)
  - d. Consider Approval of Public Improvements Acquisition and Reimbursement Agreement (**enclosure**)
  - e. Discuss and Consider Adoption of Resolution Regarding District's Intent to Reimburse Operations, Maintenance and Capital Expense Advances (**enclosure**)
  - f. Consider Adoption of Resolution Regarding District Name Change (**enclosure**)
11. 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. Discuss and Consider Establishment of Bank Accounts and Authorize Signers on the Accounts (with all checks requiring two signatures)
  - c. Discuss Proposed Bond Issuance
  - d. Other Financial Matters
12. Other Business
- a. Next Meeting
13. Adjourn