

**JOINT ORGANIZATIONAL MEETING
PROMONTORY METROPOLITAN DISTRICT NOS. 1-5**

Tuesday, December 3, 2019 at 10:00 a.m.
8455 Heritage Drive, Thornton, Colorado

George R. Hanlon, Jr., Director	Term to May 2022
Gene “JR” Osborne, Director	Term to May 2022
Donald O. Summers, Director	Term to May 2022
Jimmy L. Ogé, Director	Term to May 2020
Gene A. Osborne, 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 Joint Public Records Request Policy (**enclosure**)
 - b. Consider Adoption of Resolution Adopting the Colorado Special District Records Retention Schedule (**enclosure**)
 - c. Discuss and Consider Adoption of Joint Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts (**enclosure**)
7. Legal Matters
 - a. Discuss and Consider Adoption of 2019 and 2020 Joint Annual Administrative Resolution (**enclosure**)
 - b. Consider Adoption of Resolution Calling the May 5, 2020 Election (**enclosure**)
 - c. Consider Approval of District Coordinating Services Agreement (**enclosure**)
 - i. Discuss Letter Regarding Transaction-Based Informed Consent to Representation (**enclosure**)
 - d. Consider Adoption of Resolutions Regarding Inactive Special District Status (**enclosures**)
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 (**enclosure**)
 - d. Discuss BMO Worker’s Compensation Coverage and Consider Authorizing Filing of Exclusion of Uncompensated Public Officials form for 2020 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 Marchetti & Weaver for Accounting Services (**enclosure**)
 - c. Consider Agreement for District Engineering Services for Independent District Engineering Services, LLC. (**enclosure**)
10. Developer Agreements
- a. Consider Approval of Funding and Reimbursement Agreement between ELG Investors, LLC and District No. 1 (**enclosure**)
 - b. Consider Approval of Public Improvements Acquisition and Reimbursement Agreement between ELG Investors, LLC and District No. 1 (**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 Numbers (**enclosure**)
 - b. Discuss and Consider Establishment of Bank Accounts and Authorize Signers on the Accounts
 - c. Public Hearing on 2019 Budget
 - i. Consider Approval of Resolution Adopting the 2019 Budget (**enclosure**)
 - d. Public Hearing on 2020 Budget
 - i. Consider Approval of Resolution Adopting the 2020 Budget (**enclosure**)
 - e. Consider Authorization of Application for Exemption from Audit for the 2019 Fiscal Year
 - f. Other Financial Matters
12. Other Business
- a. Discuss Construction Contract Bids
13. Adjourn