

**ORGANIZATIONAL MEETING**  
**HANCE RANCH METROPOLITAN DISTRICT**

Wednesday, December 11, 2019 at 3:00 p.m.  
5740 Olde Wadsworth Blvd, Arvada, Colorado

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C. Regan Hauptman, Director	Term to May 2022
Matt Cavanaugh, Director	Term to May 2022
Guillaume Pouchot, Director	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. Consider Appointment of Officers
5. Public Comment - Members of the public may express their views to the Board on matters that affect the Districts. Comments will be limited to three (3) minutes.
6. Legal Matters
  - a. Consider Adoption of Public Records Request Policy (**enclosure**)
  - b. Consider Adoption of Resolution Adopting the Colorado Special District Records Retention Schedule (**enclosure**)
  - c. Acknowledge Recording of Special District Public Disclosure Document as required by § 32-1-104.8, C.R.S. (**enclosure**)
  - d. Consider Approval of Intergovernmental Agreement with the City of Wheat Ridge Regarding the Service Plan (**enclosure**)
  - e. Consider Approval of Cooperation Agreement with Wheat Ridge Urban Renewal Authority (**enclosure**)
  - f. Consider Approval of Resolution Concerning Authorization for Approval of Contracts and Payment of Claims
  - g. Discuss and Consider Adoption of 2019 and 2020 Annual Administrative Resolution (**enclosure**)
  - h. Discuss and Consider Adoption of Resolution Providing for the Defense and Indemnification of Directors and Employees of the District (**enclosure**)
  - i. Consider Adoption of Resolution Calling the May 5, 2020 Election (**enclosure**)
  - j. Insurance & Liability
    - i. Discuss Director Liability Issues and Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements (**enclosure**)
    - ii. 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**)

- iii. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services (**enclosure**)
- iv. Discuss Worker's Compensation Coverage and Consider Authorizing Filing of Exclusion of Uncompensated Public Officials form for 2020 Policy Period (**enclosure**)
- v. Consider Approval of Property and Liability Insurance Limits and Deductibles
- k. Engagement of Consultants
  - i. Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services (**enclosure**)
  - ii. Consider Approval of Engagement Letter with CliftonLarsonAllen, LLP for Accounting Services (**enclosure**)
- l. Developer Agreements
  - i. Consider Approval of Funding and Reimbursement Agreement with Remington Homes Co. (**enclosure**)
  - ii. Consider Approval of Public Improvements Acquisition and Reimbursement Agreement with Remington Homes Co. (**enclosure**)

## 7. 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 (with all checks requiring two signatures)
- c. Conduct Public Hearing on 2019 Budget
  - i. Consider Approval of Resolution Adopting the 2019 Budget (**enclosure**)
- d. Conduct Public Hearing on 2020 Budget
  - i. Consider Approval of Resolution Adopting the 2020 Budget (**enclosure**)
- e. Other Financial Matters

## 8. Other Business

## 9. Adjourn