

JOINT ORGANIZATIONAL MEETING
MONTAVA METROPOLITAN DISTRICT NOS. 1-7
Friday, August 21, 2020 at 1:00 p.m.

NOTICE OF MEETING

Due to Executive Orders issued by Governor Polis and Public Health Orders implementing the Executive Orders issued by the Colorado Department of Health and Environment, and the threat posed by the COVID-19 coronavirus, this meeting will be held via teleconferencing and can be joined through the directions below:

<https://zoom.us/j/96750309558?pwd=WkRFRlVrd2dFVDlrWWlkd1pOUddGUT09>

Meeting ID: 967 5030 9558

Password: 297574

Call In #: 1 (253) 215-8782 or 1 (346) 248-7799

Max Moss, Director	Term to May 2022
Lisa Moss, Director	Term to May 2022
Emily Moss, Director	Term to May 2022
VACANT	Term to May 2023
VACANT	Term to May 2023

AGENDA

1. Call to Order/Declaration of Quorum
2. Conflict of Interest Disclosures
3. Consider Adoption of Resolution Declaring Emergency Procedures and Authorizing Teleconferencing of Regular and Special Meetings (**enclosure**)
4. Consider Appointment of Officers
5. Approval of Agenda
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. Administrative Matters
 - a. Discuss and Consider Adoption of 2020 Joint Annual Administrative Resolution (**enclosure**)
 - b. Consider Adoption of Joint Public Records Request Policy (**enclosure**)
 - c. Consider Adoption of Joint Resolution Adopting the Colorado Special District Records Retention Schedule (**enclosure**)
 - d. Consider Adoption of Joint Resolution Adopting Personal Data Privacy Policy (**enclosure**)
 - e. Consider Adoption of Joint Resolution Regarding Electronic Posting of Meeting Notices (**enclosure**)
 - f. Consider Approval of Joint Resolution Concerning Authorization for Approval of Contracts and Payment of Claims (**enclosure**)
 - g. Consider Adoption of Joint Resolution Establishing and Electronic Signature Policy (**enclosure**)

- h. Consider Ratification of Adoption of Resolution Calling May 2020 Election (**enclosure**)
8. Insurance & Liability
- a. Discuss Director Liability Issues and Memorandum (**enclosure**)
 - b. Discuss and Consider Adoption of Joint Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts
 - c. Discuss Insurance Requirements 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
 - d. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services
 - e. Discuss BMO Worker's Compensation Coverage and Consider Authorizing Filing of Exclusion of Uncompensated Public Officials form for 2020 Policy Period
 - f. Consider Approval of Property and Liability Insurance Limits and Deductibles
9. Engagement of Consultants
- a. Consider Approval of Engagement Letters with White Bear Ankele Tanaka & Waldron for Legal Services (**enclosure**)
 - b. Discussion re Accounting Services
 - c. Discussion re Financial Advisor Services
10. Financial Matters
- a. Conduct Public Hearings on 2020 Budgets
 - i. Consider Adoption of Resolutions Adopting the 2020 Budget
 - b. 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**)
 - c. Discuss and Consider Establishment of Bank Accounts and Authorize Signers on the Accounts (with all checks requiring two signatures)
 - d. Other Financial Matters
11. Legal Matters
- a. Consider Approval of Form of Funding and Reimbursement Agreement (Operations) with HF2M, Inc. (**enclosure**)
 - b. Consider Adoption of Joint Resolution Declaring Inactive Special District Status (**enclosure**)
12. Other Business
13. Adjourn