

**ORGANIZATIONAL MEETING
SPRING HILL METROPOLITAN DISTRICT NOS. 1-4**

June 13, 2022 at 2:00 p.m.
Via Teleconference

Sarah Hunsche, Director	Term to May 2023
Corey Elliott, Director	Term to May 2025
Christopher Elliott, Director	Term to May 2025
Christian M. Janke, Director	Term to May 2025
VACANT	Term to May 2023

Link: <https://us06web.zoom.us/j/84313621692?pwd=T21BOGV3UzFqYTh4a21EbjRxZ0lVZz09>

Meeting ID: 843 1362 1692

Passcode: 608609

Phone: 1-720-707-2699

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 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 Boards. Any item may be removed from the Consent Agenda upon request of any Board member.
 - a. Adoption of Resolution Designating the District’s 24-Hour Posting Location (**enclosure**)
 - b. Adoption of Public Records Request Policy (**enclosure**)
 - c. Adoption of Resolutions Adopting the Colorado Special District Records Retention Schedule (**enclosure**)
 - d. Approval of Notice to Electors § 32-1-809, C.R.S. (**enclosure**)
 - e. Approval of Recording of Special District Public Disclosure Documents as required by § 32-1-104.8, C.R.S. (**enclosure**)
 - f. Adoption of Electronic Signature Policy (**enclosure**)
 - g. Approval of Disclosure Notice Required by Service Plan (**enclosure**)
 - h. Approval of Intergovernmental Agreement with the Town of Erie Regarding the Service Plan (**enclosure**)
7. Insurance & Liability
 - a. Consider Adoption of Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts (**enclosure**)
 - b. Discuss Director Liability Issues and Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements (**enclosure**)

- c. 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 **(to be distributed)**
 - d. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services **(to be distributed)**
 - e. Discuss BMO Worker's Compensation Coverage and Consider Authorizing Filing of Exclusion of Uncompensated Public Officials
 - f. Consider Approval of Property and Liability Insurance Limits and Deductibles **(to be distributed)**
8. 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)**
 - c. Consider Approval of Contract with Heather Sosa for Website Design Services **(enclosure)**
9. Legal Matters
- a. Consider Adoption of 2022 Annual Administrative Resolution **(enclosure)**
 - b. Discussion regarding operations and maintenance of Districts
 - c. Consider Approval of Funding and Reimbursement Agreement with ME Erie LLC **(enclosure)**
 - a. Discussion Regarding Public Improvements Acquisition and Reimbursement Agreement with ME Erie LLC
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 Number **(enclosure)**
 - b. Discuss and Consider Establishment of Bank Account and Authorize Signers on the Account (with all checks requiring two signatures)
 - c. Conduct Public Hearing on 2022 Budget and Consider Approval of Resolution Adopting the 2022 Budget **(enclosure)**
 - d. Other Financial Matters
11. Other Business
12. Adjourn