

NOTICE OF JOINT ORGANIZATIONAL MEETING

PASTORA RANCH METROPOLITAN DISTRICT NOS. 1-3

Tuesday, March 29, 2022, at 11:00 am
Via teleconference

This meeting will be held via teleconferencing and can be joined through the directions below:

Join Zoom Meeting

<https://us06web.zoom.us/j/84810609337>

Meeting ID: 848 1060 9337

Call-In Number: 720-707-2699

| <u>Director</u> | <u>Office</u> | <u>Term</u> |
|------------------|---------------|-------------|
| Nick Pannunzio | | May 2023 |
| James Pannunzio | | May 2023 |
| Scott Baughman | | May 2023 |
| Andrea Divelbiss | | May 2022 |
| Paul Broussard | | May 2022 |

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 - (These items are routine and will be approved by one motion. There will be no separate discussion of these items unless requested, in which event, the item will be removed from the Consent Agenda and considered in the Regular Agenda.)
 - a. Adoption of Joint Electronic Signature Policy (**enclosure**)
 - b. Adoption of Joint Public Records Request Policy (**enclosure**)
 - c. Adoption of Joint Resolution Adopting the Colorado Special District Records Retention Schedule (**enclosure**)
 - d. Approval of Joint Resolution Concerning Authorization for Approval of Contracts and Payment of Claims (**enclosure**)
 - e. Adoption of Joint Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts (**enclosure**)
 - f. Adoption of Joint Resolution Regarding District's Intent to Reimburse Operations, Maintenance and Capital Expense Advances (**enclosure**)
 - g. Approval of Notice to Electors - § 32-1-809, C.R.S. (**enclosure**)
 - h. Acknowledge Recording of Special District Public Disclosure Documents as required by § 32-1-104.8, C.R.S. (**enclosure**)

- i. 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**)
 - j. Engagement of Consultants
 - i. Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for General Counsel Legal Services (**enclosure**)
 - ii. Approval of Engagement of District Accountant (**enclosure**)
 - iii. Approval of Engagement of District Engineer (**enclosure**)
7. Legal Matters
- a. Discuss and Consider Adoption of 2022 Joint Annual Administrative Resolution (**enclosure**)
 - b. Consider Adoption of Joint Resolution Calling the May 3, 2022 Election (**enclosure**)
 - c. Discuss and Consider Approval of District Coordinating Services Agreement among the Districts (**enclosure**)
 - i. Discuss Letter Regarding Transaction-Based Informed Consent to Representation (**enclosure**)
 - d. 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. Approval of Agency Services Agreement with T. Charles Wilson Insurance Services (**enclosure**)
 - iv. Discuss BMO Worker's Compensation Coverage and Consider Authorizing Filing of Exclusion of Uncompensated Public Officials form for 2022 Policy Period (**enclosure**)
 - v. Consider Approval of Property and Liability Insurance Limits and Deductibles
 - e. Developer Agreements
 - i. Consider Approval of Funding and Reimbursement Agreement (Operations and Maintenance) between District No. 1 and Pannunzio, Inc. (**enclosure**)
 - ii. Consider Approval of Public Improvements Acquisition and Reimbursement Agreement between District No. 1 and Pannunzio, Inc. (**enclosure**)
8. Financial Matters
- a. Discuss and Consider Establishment of Bank Accounts and Authorize Signers on the Accounts (with all checks requiring two signatures)
 - b. Public Hearing on 2022 Budget
 - i. Consider Approval of Resolution Adopting the 2022 Budget (**enclosure**)

- c. Other Financial Matters
- 9. Other Business
 - a. Discuss Creation of Website for Districts
- 10. Adjourn