

SW DOWNTOWN BUSINESS IMPROVEMENT DISTRICT

111 S. Tejon Street, Suite 705
Colorado Springs, Colorado
719-635-0330

www.swdowntownbid.com

NOTICE OF SPECIAL MEETING AND AGENDA

DATE: Wednesday, December 1, 2021

TIME: 10:00 a.m.

LOCATION: **VIA MICROSOFT TEAMS**

You can attend the meetings in any of the following ways:

1. To attend via Microsoft Teams video conference use the below link:

[Click here to join the meeting](#)

ACCESS:

https://teams.microsoft.com/l/meetup-join/19%3ameeting_MzhlZGM4MGEtNzc2Ni00MGRiLWI2ZGMtNmIzYWVhN2ZhYmVk%40thread.v2/0?context=%7b%22Tid%22%3a%224aaa468e-93ba-4ee3-ab9f-6a247aa3ade0%22%2c%22Oid%22%3a%225acb2ee9-0c6a-434f-b826-75c9b8c2cad0%22%7d

2. To attend via telephone, dial 720-547-5281 and enter the following additional information:

Conference ID: 923 784 775#

Board of Directors	Office	Term Expires
Christopher S. Jenkins	President	May, 2023 (e)
David D. Jenkins	Secretary	May, 2023 (e)
Delroy L. Johnson	Treasurer	May, 2023 (e)
Russell T. Tutt IV	Assistant Secretary	May, 2022 (e)
Jeffrey Finn	Assistant Secretary	May, 2022 (e)

I. ADMINISTRATIVE MATTERS

- A. Call to order and approval of agenda.
- B. Present disclosures of potential conflicts of interest.
- C. Confirm quorum, location of meeting and posting of meeting notices.
- D. Public Comment.

Members of the public may express their views to the Board on matters that affect the District that are otherwise not on the agenda. Comments will be limited to three (3) minutes per person.

- E. Review and consider approval of Minutes from the September 22, 2021, special board meeting (enclosure).
- F. Consider adoption of the Resolution Regarding Annual Administrative Matters (enclosure).
- G. Consider approval of CliftonLarsonAllen LLP Master Service Agreement and related statement(s) of work (enclosures).
- H. Discuss and consider approval of 2022 insurance renewal. Consider adoption of documents needed to obtain or maintain insurance coverage through the Colorado Special Districts Property and Liability Pool or TCW risk Management and authorize membership in the Special District Association (enclosures).

II. FINANCIAL MATTERS

- A. Consider acceptance of September 30, 2021 Unaudited Financial Statements (enclosure).
- B. Consider approval of previous and current claims (enclosure).
- C. Conduct Public Hearing to consider amendment of the 2021 Budget. If necessary, consider adoption of Resolution to Amend the 2021 Budget (enclosure).
- D. Conduct Public Hearings on the proposed 2022 Budget and consider adoption of Resolution to Adopt the 2022 Budget and Appropriate Sums of Money and to Set Mill Levies (enclosure).
- G. Consider approval of the engagement letter with BiggsKofford to prepare the 2021 Audit (enclosure).

III. LEGAL MATTERS

- A. Consider acceptance of public improvements (enclosure).

- B. Consider ratification of the First Amendment of the Management Agreement (enclosure).
- C. Consider approval of the Service Agreements with Landscaping Endeavors for Snow Removal Services (to be distributed)
- D. Consider adoption of Resolution Calling a Regular Election for Directors on May 3, 2022, appointing the DEO and authorizing the DEO to perform all tasks required for the conduct of a mail ballot election. Self-Nomination and Acceptance Forms are due by February 25, 2022. Discuss need for ballot issues and/or questions (enclosure).
- E. Consider approval of the Service Agreement with Mercurial Security Solutions for Security Services (enclosure).
- F. Consider approval of Resolution for Exclusion from Workers Compensation Coverage (enclosure).

IV. MANAGER MATTERS

- A. Consider ratification of Lease Agreements with Urban Enterprises LLC (enclosure).

V. OTHER BUSINESS

- A. Other

VI. ADJOURNMENT