

WINDLER BUSINESS IMPROVEMENT DISTRICT NOS. 1 & 2
JOINT ORGANIZATIONAL MEETING

Thursday, October 21, 2021 at 12:15 p.m.
5750 DTC Parkway, Suite 210, Greenwood Village, CO 80111
and via Teleconference

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| Christopher Fellows, Director | Term to May 2023 |
| Tim O'Connor, Director | Term to May 2023 |
| Dustin Anderson, Director | Term to May 2023 |
| VACANT | Term to May 2022 |
| VACANT | Term to May 2022 |

This meeting will be held via Zoom and may be joined using the following link or call-in information:

<https://us06web.zoom.us/j/92972718291?pwd=Y1lPMHBHaTJpRVRTMzF0WHNGZjV6dz09>

Call-in Number: 720-707-2699

Meeting ID: 929 7271 8291

Passcode: 661485

NOTICE OF JOINT ORGANIZATIONAL MEETING AND AGENDA

1. Call to Order
2. Declaration of Quorum/Conflict of Interest Disclosures
3. Confirm Posting of Meeting Notices
4. Approval of Agenda
5. Consider Appointment of Officers; President, Secretary, Treasurer
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. Consent Agenda – The items listed below are a group of items to be acted on with a single motion and vote by the Board. Any item may be removed from the consent agenda to the regular agenda, by any Board member. Items on the consent agenda are then voted on by a single
 - a. Approval of Joint Resolution Establishing Electronic Signature Policy
 - b. Approval of Joint Public Records Request Policy
 - c. Approval of Joint Resolution Adopting the Colorado Special District Records Retention Schedule
 - d. Adoption of Joint Resolution Providing for the Defense and Indemnification of Directors and Employees of the Districts
 - e. Adoption of Joint Resolution Calling May 3, 2022 Election
8. Legal Matters
 - a. Consider Approval of Engagement Letter with White Bear Ankele Tanaka & Waldron for Legal Services

- b. Consider Approval of 2021 and 2022 Operation Plans
 - c. Consider Approval of Funding and Reimbursement Agreement (Operations and Maintenance) with GVP Windler LLC
 - d. Consider Adoption of 2021 and 2022 Joint Annual Administrative Resolutions
 - e. Discuss 2021 Legislative Update
9. Insurance Matters
- a. Discuss Director Liability Issues and Memorandum Re: Crime Coverage, Fidelity Bonds and Designated Agent Endorsements
 - b. 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
 - c. Consider Approval of Agency Services Agreement with T. Charles Wilson Insurance Services
 - d. Discuss BMO Worker's Compensation Coverage and Consider Authorizing binding same
 - e. Consider Approval of Property and Liability Insurance Limits and Deductibles
10. Financial Matters
- a. Consider Approval of Engagement Letter with Simmons & Wheeler, P.C. for Accounting Services
 - 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
 - c. Discuss and Consider Establishment of Bank Accounts and Authorize Signers on the Accounts (with all checks requiring two signatures)
 - d. Public Hearing on 2021 Budget
 - i. Consider Approval of Resolution Adopting the 2021 Budget
 - e. Public Hearing on 2022 Budget
 - ii. Consider Approval of Resolution Adopting the 2022 Budget
 - f. Other Financial Matters
11. Other Business
12. Adjourn