

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL BOARD MEETING
OF THE BOARD OF DIRECTORS OF THE
INTERQUEST SOUTH BUSINESS IMPROVEMENT DISTRICT
HELD
OCTOBER 4, 2018

A special meeting of the Board of Directors of the Interquest South Business Improvement District was held on October 4, 2018 at 2:30 p.m. at the offices of Spencer Fane, 102 S. Tejon Street, Suite 750, Colorado Springs, CO 80903.

Attendance

Directors in attendance:

Stacie Tucker, President (via telephone)
Bethany Fitzgerald, Treasurer/Secretary (via telephone)
Jerry D. Biggs, Assistant Secretary

Also in attendance:

Josh Miller; CliftonLarsonAllen LLP (via telephone)
Carrie Bartow & Ben Houghton; CliftonLarsonAllen LLP
Russ Dykstra, Esq.; Spencer Fane LLP

Director Greg Tucker was absent and excused.

Call to Order / Approve Agenda

Director Tucker called the meeting to order at 2:32 p.m. and declared a quorum present.

Following review and discussion, upon a motion duly made by Director Tucker, seconded by Director Fitzgerald and, upon vote, unanimously carried, the Board approved the agenda as presented.

Disclosure of Potential Conflicts of Interest

The Directors present noted for the record that they had financial interests in entities active in developing property within the boundaries of the District, or are employed by such entities, and that such interests may be affected from time to time by actions of the District's Board of Directors. In accordance with state law, the Directors filed written disclosures describing such potential conflicts of interest with the Secretary of State, and the Directors present verbally reaffirmed such disclosures on the record of this meeting.

Administrative Matters

A. Review and Consider Approval of April 5, 2018 Meeting Minutes

Upon a motion duly made by Director Biggs, seconded by Director Tucker and, upon vote, unanimously carried, the Board approved the April 5, 2018 meeting minutes, as presented.

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Manager Matters

A. Manager's Report

No report was provided at this time.

B. Landscaping Discussion

Mr. Miller provided the Board with an update on landscaping, detailing cost comparisons between Dakine vs. market experience. A quote from a different vendor was received, with a substantially lower proposal.

Following discussion, upon a motion duly made by Director Biggs, seconded by Director Tucker and, upon vote, unanimously carried, the Board approved voiding the District's current contract with Dakine Landscaping.

Upon a motion duly made by Director Tucker, seconded by Director Biggs and, upon vote, unanimously carried, the Board approved securing irrigation winterization services and snow removal for the remainder of 2018, with a not to exceed \$15,000.

District Management will explore new service providers for 2019 to be presented at a future meeting.

Financial Matters

A. Review, Ratify and Consider Approval of Claims

Ms. Bartow reviewed the claims with the Board.

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Manager Matters

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Financial Matters

A. Review, Ratify and Consider Approval of Claims

Ms. Bartow reviewed the claims with the Board.

Mr. Biggs stated concerns with utility costs and the potential for a leak. Mr. Biggs requested that Dakine look into this issue.

Following discussion, upon a motion duly made by Director Biggs, seconded by Director Tucker and, upon vote, unanimously carried, the Board approved the claims.

B. Review and Accept Cash Position Report

Ms. Bartow reviewed the cash position report with the Board.

Following discussion, upon a motion duly made by Director Tucker, seconded by Director Biggs and, upon vote, unanimously carried, the Board accepted the cash position report, as presented.

C. Other

None.

Legal Matters

A. Discuss 2019 Operating Plan

Mr. Dykstra reviewed the 2019 Operating Plan with the Board, noting that it was filed by the deadline.

Following discussion, upon a motion duly made by Director Biggs, seconded by Director Tucker and, upon vote, unanimously carried, the Board accepted the 2019 Operating Plan, as filed.

Other Items

A. Consider Cancelling or Confirm Quorum for Next Meeting – Thursday, November 1, 2018 at 1:30 p.m.


Following discussion, the Board confirmed quorum for the November 1, 2018 Board Meeting.

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Adjournment

There being no further business to come before the Board, upon a motion duly made by Director Biggs, seconded by Director Tucker and, upon vote, unanimously carried, the Board adjourned the meeting at 3:17 p.m.

Respectfully submitted,


Secretary for the Meeting