

RECORD OF PROCEEDINGS

MINUTES OF A SPECIAL BOARD MEETING
OF THE BOARD OF DIRECTORS OF THE
INTERQUEST SOUTH BUSINESS IMPROVEMENT DISTRICT
HELD
JULY 11, 2019

A special meeting of the Board of Directors of the Interquest South Business Improvement District was held on July 11, 2019 at 1:30 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 Biggs, Assistant Secretary (via telephone)

Also in attendance:

Josh Miller (via telephone), Carrie Bartow Chelsea Gondeck;
CliftonLarsonAllen LLP
Russ Dykstra, Esq.; Spencer Fane LLP

**Call to Order/
Approve Agenda**

Director Biggs called the meeting to order at 1:45 p.m. and declared a quorum present.

Upon a motion duly made by Director Biggs, seconded by Director Stacie Tucker and, upon vote, unanimously carried, the Board approved the agenda as presented.

**Declaration of
Quorum/Disclosure
Matters**

Mr. Dykstra noted a quorum was present. Mr. Dykstra noted for the record, in accordance with state law, the Directors' written disclosures describing conflicts of interest were filed with the Secretary of State.

**Administrative
Matters**

A. Review and Consider Approval of Minutes for March 7, 2019
Regular Board Meeting

Upon a motion duly made by Director Stacie Tucker, seconded by Director Biggs and, upon vote, unanimously carried, the Board approved the March 7, 2019 meeting minutes, as presented.

Manager Matters

A. Landscaping Discussion and Transition Update

Mr. Miller noted that he met on site with a ProTerra representative and

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both landscaping entities and that the owners association agreed to enter into an agreement to pay the District to maintain all landscaping. Mr. Miller and Mr. Dykstra noted that neither had been contacted by the association's legal representative to date.

A. Discussion and possible Action on Median and Signage Improvements

Mr. Miller noted that he met on site with a ProTerra representative to review the existing infrastructure and damages. Discussion ensued on modifications to infrastructure in order to avoid further damages and for access to future land acquisition. Director Biggs noted ProTerra could provide schematics for the desired modifications in order to have a proposal before the Board at the next meeting. Ms. Bartow noted the capital projects funds could be utilized to fund the improvements.

B. Other

Director Biggs inquired on the use of the capital projects fund in order to purchase land to construct additional parking. Mr. Dykstra reviewed the requirements for the District to acquire the property and noted it would be included at the next board meeting.

Financial Matters

A. Ratify Approval of Claims

Ms. Bartow reviewed the claims with the Board.

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

B. Review and Consider Approval of May 31, 2019 Unaudited Financial Statements

Ms. Bartow reviewed the financial statements with the Board.

Following discussion, upon a motion duly made by Director Stacie Tucker, seconded by Director Fitzgerald and, upon vote, unanimously carried, the Board approved the May 31, 2019 unaudited financial statements.

C. Other

None.

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Legal Matters

A. Other

Following discussion, the Board directed management to create a website for the District. Mr. Dykstra noted legal would provide a resolution for approval for updated noticing procedures at the next meeting.

Other Items


A. Consider Cancelling or Confirm Quorum for Next Meeting – Thursday, August 1, 2019 at 1:30 p.m.

Following discussion, the Board decided to cancel the next scheduled meeting on August 1, 2019 pending a need to meet.

Adjournment

There being no further business to come before the Board, upon a motion duly made by Director Biggs, seconded by Director Stacie Tucker and, upon vote, unanimously carried, the Board adjourned the meeting at 2:09 p.m.

Respectfully submitted,


Secretary for the Meeting