

**MINUTES OF A SPECIAL BOARD MEETING
OF THE BOARD OF DIRECTORS OF THE
INTERQUEST SOUTH BUSINESS IMPROVEMENT DISTRICT
HELD
JULY 2, 2020**

A special meeting of the Board of Directors of the Interquest South Business Improvement District was held on July 2, 2020 at 1:30 p.m. via Microsoft Teams Video Conference. Call in number: 720-547-5281; Conference ID: 939-558-697#.

Attendance

Directors in attendance:

Stacie Tucker, President
Bethany Fitzgerald, Treasurer/Secretary
Jerry Biggs, Assistant Secretary

Also in attendance:

Carrie Bartow, Josh Miller, Seef Le Roux, & Chelsea Gondeck;
CliftonLarsonAllen LLP (CLA)
Russ Dykstra, Esq.; Spencer Fane LLP

**Call to Order/
Approve Agenda**

The meeting was called to order at 1:33 p.m.

Following review, upon a motion duly made by Director Biggs, seconded by Director Stacie Tucker and, upon vote, unanimously carried, the Board approved the agenda with item 6.B. Revised to Review and Consider Approval of May 31, 2020 Financial Statements.

**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.

Election of Officers

Following discussion, upon a motion duly made by Director Biggs, seconded by Director Stacie Tucker and, upon vote, unanimously carried, the Board approved the retention of the current officer positions.

**Administrative
Matters**

A. Review and Consider Approval of Minutes for April 2, 2020 Regular Board Meeting

Following review, upon a motion duly made by Director Biggs, seconded by Director Stacie Tucker and, upon vote, unanimously carried, the Board approved the April 2, 2020 Meeting Minutes.

Manager Matters

A. Discussion Regarding Parking Lot Improvements

Mr. Miller reviewed the parking lot status with the Board. The Board discussed timeline and engineering options.

Following discussion, upon a motion duly made by Director Stacie Tucker, seconded by Director Biggs and, upon vote, unanimously

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carried, the Board authorized the District Manager, in conjunction with Director Biggs, to investigate and retain an appropriate engineer to proceed with drawings and permitting as required.

B. Other

Mr. Miller updated the Board on landscaping and irrigation items.

Financial Matters

A. Review and Consider Approval of Claims

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

B. Review and Consider Approval of May 31, 2020 Financial Statements

Ms. Bartow reviewed the financial statements and PIF collections with the Board. Following discussion, upon a motion duly made by Director Biggs, seconded by Director Stacie Tucker and, upon vote, unanimously carried, the Board approved the May 31, 2020 Financial Statements.

C. Other

None.

Legal Matters

A. Discuss and Consider Utility Easement Agreement with FCAC – C Springs Interquest, LLC for Landscaping and Irrigation Installation

Mr. Dykstra reviewed the easement with the Board. Upon a motion duly made by Director Biggs, seconded by Director Stacie Tucker and, upon vote, unanimously carried, the Board accepted the utility easement with FCAC – C Springs Interquest, LLC for landscaping and irrigation installation.

B. Other

None.

Other Items

A. Consider Cancelling or Confirm Quorum for Next Meeting – Thursday, August 6, 2020 at 1:30 p.m.

Director Biggs stated he would not be available the first two weeks of August. Discussion ensued on a potential special 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 Stacie Tucker and, upon vote, unanimously carried, the Board adjourned the meeting at 2:10 p.m.

Respectfully submitted,

DocuSigned by:

Bethany Fitzgerald

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Secretary for the Meeting

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In Person Signer Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	11/13/2020 3:43:43 PM
Certified Delivered	Security Checked	11/16/2020 2:27:48 PM
Signing Complete	Security Checked	11/16/2020 2:27:55 PM
Completed	Security Checked	11/16/2020 2:27:55 PM

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