

# RECORD OF PROCEEDINGS

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## MINUTES OF REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF THE FIRST & MAIN NORTH BUSINESS IMPROVEMENT DISTRICT APRIL 24, 2019

The regular meeting of the Board of Directors of the First & Main North Business Improvement District was held on April 24, 2019 at 8:30 a.m., at the offices of Nor'Wood Development Group, Plaza of the Rockies, 111 S. Tejon Street, Suite 222, Colorado Springs, Colorado. This meeting was open to the public.

### Attendance

In attendance were Directors:

Timothy Seibert  
Delroy Johnson  
David Jenkins  
Christopher Jenkins  
Frederick Veitch

Also in attendance were:

Josh Miller, Chelsea Gondeck & Ben Houghton; CliftonLarsonAllen LLP  
Russ Dykstra; Spencer Fane LLP  
Robert Huls; Nor'Wood Development Group

### Call to Order

Director Seibert called the meeting to order at 9:07 a.m. and confirmed a quorum. Following review and discussion, upon a motion duly made by Director Veitch, seconded by Director Johnson, and upon a vote, unanimously carried, the Board approved the agenda as presented.

### Community Comments

None.

### Approval of Minutes

The Board reviewed the minutes of the regular board meeting held on November 28, 2018. Upon a motion duly made by Director Veitch, seconded by Director Johnson and, upon vote, unanimously carried, the Board approved the minutes as presented.

### Administrative Matters

None.

### Financial Matters

A. Ratify Bill.com Payments Totaling \$10,675.31

Mr. Houghton reviewed with the Board. Upon a motion duly made by

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Director Veitch, seconded by Director Johnson, and upon a vote, unanimously carried, the Board ratified the bill.com payments totaling \$10,675.31.

B. Review and Consider Acceptance of March 31, 2019 Unaudited Financial Statements and Cash Position as of April 2019

Mr. Houghton reviewed with the Board. Following discussion, upon a motion duly made by Director Veitch, seconded by Director Johnson, and upon a vote, unanimously carried, the Board accepted the March 31, 2019 Unaudited Financial Statements and Cash Position Report.

C. Ratify Approval of 2018 Audit Report

Mr. Houghton reviewed with the Board. Upon a motion duly made by Director Veitch, seconded by Director Johnson, and upon a vote, unanimously carried, the Board ratified the 2018 Audit Report.

D. Appoint Carrie Bartow, District Accountant and Josh Miller, District Manager to Prepare 2020 Budget, Review 2020 Draft Budget

Upon a motion duly made by Director Johnson, seconded by Director Seibert, and upon a vote, unanimously carried, the Board appointed Carrie Bartow and Josh Miller to prepare 2020 Budget and review 2020 draft Budget.

E. Other

None.

**Legal Matters**

None.

**Other Items**

A. Set Meeting Dates for May 22, 2019

The Board determined the next meeting would most likely be July 24, 2019 at 8:30 a.m. at Nor' Wood Development Group, Plaza of the Rockies, 111 S. Tejon St., Suite 222, Colorado Springs, Colorado 80903 if needed.

**Adjournment**

There being no further business to come before the Board, upon a motion duly made by Director Veitch, seconded by Director Johnson, and, upon vote, unanimously carried, the Board adjourned the meeting at 9:14 a.m.

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Respectfully submitted,



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Secretary for the Meeting