

## RECORD OF PROCEEDINGS

---

### MINUTES OF REGULAR BOARD MEETING OF THE BOARD OF DIRECTORS OF THE FIRST & MAIN BUSINESS IMPROVEMENT DISTRICT NO. 2 NOVEMBER 12, 2019

The regular meeting of the Board of Directors of the First & Main Business Improvement District No. 2 was held on November 12, 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, Carrie Bartow & Seef LeRoux;  
CliftonLarsonAllen LLP  
Russ Dykstra; Spencer Fane LLP  
Robert Huls; Nor'Wood Development Group

#### Call to Order

Director Seibert called the meeting to order at 9:38 a.m. and confirmed a quorum. Following review and discussion, upon a motion duly made by Director Seibert, 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 April 24, 2019. 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

A. Review and Consider Adoption of Resolution 2019-11-01  
Regarding 2020 Annual Administrative Matters

Upon a motion duly made by Director Veitch, seconded by Director Seibert, and upon a vote, unanimously carried, the Board adopted

## RECORD OF PROCEEDINGS

Resolution 2019-11-01 Regarding 2020 Annual Administrative Matters.

B. Discuss 2020 Insurance Coverage

Upon a motion duly made by Director Veitch, seconded by Director David Jenkins, and upon a vote, unanimously carried, the Board approved the 2020 insurance coverage for the District.

C. Review and Consider Approval of CORA Resolution 2019-11-02

Upon a motion duly made by Director Veitch, seconded by Director Johnson, and upon a vote, unanimously carried, the Board approved CORA Resolution 2019-11-02.

### Financial Matters

A. Ratify Bill.com Payments Totaling \$38,712.82

Ms. Bartow 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 bill.com payments totaling \$38,712.82.

B. Review and Consider Acceptance of September 30, 2019 Unaudited Financial Statements PIF Report

Ms. Bartow reviewed with the Board. Following discussion, upon a motion duly made by Director Seibert, seconded by Director Johnson, and upon a vote, unanimously carried, the Board accepted the September 30, 2019 Unaudited Financial Statements PIF Report.

C. Review and Consider Approval of 2019 Audit Engagement Letter with BiggsKofford

Upon a motion duly made by Director Seibert, seconded by Director David Jenkins, and upon a vote, unanimously carried, the Board approved the 2019 Audit engagement letter with BiggsKofford.

D. Conduct Public Hearing and Consider Amendment to 2019 Budget; Consider Adoption of Resolution 2019-11-03, Amend Regarding

Director Seibert opened the public hearing at 9:44 a.m.

Director Seibert closed the public hearing at 9:45 a.m.

## RECORD OF PROCEEDINGS

---

There were no public comments.

Ms. Bartow reviewed with the Board, and noted the General Fund would need amending from \$80,000 to \$100,000.

Upon a motion duly made by Director Johnson, seconded by Director Veitch, and upon a vote, unanimously carried, the Board amended the General Fund of the 2019 Budget.

E. Conduct Public Hearing to Consider Adoption of 2020 Budget, Appropriate Expenditures and Set Mill Levy; Consider Adoption of Resolution 2019-11-04 to Adopt 2020 Budget, Appropriate Expenditures and Set Mill Levy

Director Seibert opened the public hearing at 9:46 a.m.

Director Seibert closed the public hearing at 9:47 a.m.

Ms. Bartow reviewed the 2020 Budget with the Board. After discussion, upon a motion duly made by Director Johnson, seconded by Director Veitch, and upon a vote, unanimously carried, the Board approved the 2020 Budget, Appropriate Expenditures and Set Mill Levy, and adopted Resolution 2019-11-04 to Adopt 2020 Budget, Appropriate Expenditures and Set Mill Levy.

### Legal Matters

A. Review and Consider Approval of Resolution 2019-11-05 Calling May 5, 2020 Regular Election for Directors

Upon a motion duly made by Director Veitch, seconded by Director Johnson, and upon a vote, unanimously carried, the Board approved Resolution 2019-11-05 Calling May 5, 2020 Regular Election for Directors.

B. Review and Approve Resolution 2019-11-06 Regarding Online Notice of Public Meetings

Upon a motion duly made by Director Veitch, seconded by Director Johnson, and upon a vote, unanimously carried, the Board approved Resolution 2019-11-06 Regarding Online Notice of Public Meetings.

C. Review and Consider Approval of Resolution 2019-11-07 Providing for Directors' Exclusion from Workers Compensation Coverage

Upon a motion duly made by Director Veitch, seconded by Director

**RECORD OF PROCEEDINGS**

---

Johnson, and upon a vote, unanimously carried, the Board approved Resolution 2019-11-07 Providing for Directors' Exclusion from Workers Compensation Coverage.

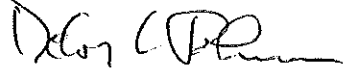
**Other Items**

None.

**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 9:55 a.m.

Respectfully submitted,



---

Secretary for the Meeting